

Board of Trustees' Board Meeting

Date: **Monday, March 26, 2018**

Time: **6:00 p.m.**

** Committee of the Whole In Camera, if necessary, will precede or follow the Board Meeting, as appropriate.*

Location: Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees: **Board of Trustees:**
Joyce Anderson, Bill Conway, Manuel da Silva, Amy Fee, Jeanne Gravelle, Wendy Price (Chair), Greg Reitzel, Brian Schmalz, Melanie Van Alphen

Student Representatives:
Kate Jamieson, Meghan Nemeth

Senior Administration:
Loretta Notten, Gerry Clifford, Jason Connolly, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resource:

Recording Secretary:
Alice Figueiredo, Executive Administrative Assistant

| ITEM | Who | Agenda Section | Method & Outcome |
|---|---------------------|----------------|------------------|
| 1. Call to Order | Board Chair | | |
| 1.1 Opening Prayer & Memorials | Board Pastoral Team | | |
| 1.2 Territorial Acknowledgement I (we) would like to begin by acknowledging that the land on which we gather today is the land traditionally used by the Haudenosaunee, Anishinaabe and Neutral People. I (we) also acknowledge the enduring presence and deep traditional knowledge, laws and philosophies of the Indigenous People with whom we share this land today. | Board Chair | | |
| 1.3 Approval of Agenda | Board of Trustees | | Approval |
| 1.4 Declaration of Pecuniary Interest | Individual Trustees | | |
| 1.4.1 From the current meeting | | | |
| 1.4.2 From a previous public or in-camera meeting | | | |
| 2. Consent Agenda: Director of Education (e.g.: day –to –day operational matters from the Ministry of Education that the Board is required to do) | | | |
| | | | |

| ITEM | Who | Agenda Section | Method & Outcome |
|---|---|---|---|
| 3. Consent Agenda: Board (Minutes of meetings, staff report) | | | |
| 3.1 Approval of Minutes of Regular and Special Meetings 3.1.1 Minutes of February 26, 2018 Board meeting 3.2 Budget Update #2 | Trustees Trustees | pp. 4-8 pp. 9-11 | Approval Information |
| 4. Delegations/Presentation | | | |
| 4.1 Delegate – John Robb | Trustees | pp. 12 | Information |
| 5. Advice from the CEO | | | |
| 5.1 Director's Report 5.2 Student Success Update/Plan 5.3 French Immersion Review Update 5.4 School Year Calendar 2018-2019 5.5 Trustee Election Distribution | L. Notten R. Olson J. Klein J. Klein S. Maharaj | pp. 13-15 pp. 16-21 pp. 22-24 pp. 25-29 pp. 30-31 | Information Information Information Approval Approval |
| 6. Ownership Linkage (Communication with the External Environment) | | | |
| | | | |
| 7. Reports from Board Committees/Task Forces | | | |
| | | | |
| 8. Board Education (at the request of the Board) | | | |
| 8.1 OCSTA/CCSTA Communications | W. Price | pp. 32-82 | Information |
| 9. Policy Discussion | | | |
| | | | |
| 10. Assurance of Successful Board Performance | | | |
| 10.1 Board Policy II 013 Cost of Governance (B. Schmalz) 10.1.1 Is There a Need to Review This Policy? | Trustees Trustees | pp. 83 | Approval Discussion |
| 10.2 Board Policy II 014 Trustee Expenses (All) 10.2.1 Is There a Need to Review This Policy? | Trustees Trustees | pp. 84-86 | Approval Discussion |
| 10.3 Board Policy III 005 Monitoring CEO Performance (B. Schmalz) 10.3.1 Is There a Need to Review This Policy? | Trustees Trustees | pp. 87-89 | Approval Discussion |
| 10.4. Board Policy II 008 Chairperson's Role (Chair) 10.4.1 Is There a Need to Review This Policy? | Trustees Trustees | pp. 90-91 | Approval Discussion |
| 11. Assurance of Successful Director of Education Performance | | | |
| 11.1 Monitoring Reports & Vote on Compliance | | | |
| 11.1 Hiring and Promotions - Monitoring Report IV – 005 | J. Connolly | pp. 92-95 | Approval |
| 12. Potential Agenda Items/Trustee Inquiry Report (CEO) | | | |
| 12.1 Trustee Inquiry Report from the CEO 12.2 Shared concerns | | | |
| 13. Announcements | | | |
| 13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): • Mar. 27 Beacons of Hope Monsignor Doyle FOS • Mar. 28 Beacons of Hope Resurrection FOS • Apr 4: Beacons of Hope Monsignor Doyle FOS | | | |

| ITEM | Who | Agenda Section | Method & Outcome |
|---|-----------------------------|-----------------|---------------------|
| <ul style="list-style-type: none"> Apr. 7: Woolwich Mayor's Breakfast & Pancake Flipping Apr. 7: Mayors' Dinner Apr. 11 Mayor Dave Jaworsky's 2018 State of the City Apr. 12 Beacons of Hope – St. Louis Apr. 17: 2018 City of Kitchener State of the City Address | | | |
| 13.2 Pending Items: | <u>Committee/Task Force</u> | <u>Due Date</u> | <u>Action Taken</u> |
| 13.3 Pending Items for OCSTA Consideration | | | |
| 14. Items for the Next Meeting Agenda | Trustees | | |
| | | | |
| 15. Adjournment Confirm decisions made tonight | Director of Education | | |
| | | | |
| 16. Closing Prayer | | | |
| | | | |
| 17. Motion to Adjourn | Board of Trustees | Motion | Approval |

CLOSING PRAYER

O Risen Lord, you have entrusted us with the responsibility to help form a new generation of disciples and apostles through the gift of our Catholic schools.

As disciples of Christ, may we educate and nurture hope in all learners to realize their full potential to transform God's world.

May our Catholic schools truly be at the heart of the community, fostering success for each by providing a place for all.

May we and all whom we lead be discerning believers formed in the Catholic faith community; effective communicators; reflective and creative thinkers; self-directed, responsible, life-long learners; collaborative contributors; caring family members; and responsible citizens.

Grant us the wisdom of your Spirit so that we might always be faithful to our responsibilities.
We make this prayer through Christ our Lord.

Amen

Rev. Charlie Fedy, CR and the Board of Trustees, 2010

Board of Trustees' Meeting

A public meeting of the Board of Trustees was held on Monday, February 26, 2018 at the Waterloo Region Catholic Education Centre.

Trustees Present:

Bill Conway, Manuel da Silva, *Amy Fee, Jeanne Gravelle, Wendy Price (Chair), Greg Reitzel, Brian Schmalz, Melanie Van Alphen
(*via teleconference)

Student Trustees Present:

Meghan Nemeth, Kate Jamieson

Administrative Officials Present:

Loretta Notten, Gerry Clifford, Jason Connolly, John Klein, Shesh Maharaj, Judy Merkel, Richard Olson, Laura Shoemaker

Special Resources For The Meeting:

Regrets:

Recorder:

Alice Figueiredo, Executive Administrative Assistant

NOTE ON VOTING: Under Board by-law 5.7 all Board decisions made by consensus are deemed the equivalent of a unanimous vote. A consensus decision is therefore deemed to be a vote of 9-0. Under Board by-law 5.11 every Trustee "shall vote on all questions on which the Trustee is entitled to vote" and abstentions are not permitted.

1. Call to Order:

The Vice-chair of the Board called the meeting to order at 6:09 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by Trustee Gravelle.

1.2 Approval of Agenda

Section 1.4 "Items for Action from Previous Meeting" will continue to be referred to in Section 3 Consent and will appear as "3.3 Items for Action from Previous Meeting". "Items for Action from Previous Meeting" will be discussed at the next Governance Meeting as to whether it should be a stand-alone item in Section 1 on the go forward.

5.2 Budget update to be placed in Section 3 Consent and will become "3.4 Budget Update #1

2018-27 -- It was moved by Trustee da Silva and seconded by Trustee Van Alphen:

THAT the agenda for Monday, February 26th, 2018 as amended be now approved. --- Carried by consensus.

1.3 Declaration of Pecuniary Interest

1.3.1 From the current meeting – NIL

1.3.2 From a previous public or in-camera meeting – NIL

2. Consent Agenda: Director of Education (e.g. day-to-day operational matters from the Ministry of Education that the board is required to do)

3. Consent Agenda: Board of Trustees (Minutes of meetings)

- **Approval of Minutes of Regular and Special Meetings**

3.1 Approval of Minutes of Regular and Special Meetings

3.1.1 Minutes of January 29, 2018 Board meeting

3.2 CPIC Approved Minutes of January 10, 2018

3.3 Items for Action from Previous Meeting

3.4 Budget Update #1

2018-28 -- It was moved by Trustee Reitzel and seconded by Trustee Schmalz:

THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved. --- Carried by consensus

4 Delegations

N/A

5 Advice from the CEO

5.1 Special Education Renewed Math Strategy Update

Gerald Foran (Principal, Section 23), Antonietta Leonardo (Special Education Liaison) and Johanna Dreyer (Special Education Liaison) provided Board of Trustees' with a Special Education Renewed Math Strategy Update and the roles of the Special Education Liaisons within our Board.

During the 2016-17 and 2017-18 school year, Learning Disabilities and Mathematics has been a focus for professional learning for our WCDSB staff. WCDSB support model is based on the "Learning for All" Ministry Document, which uses a tiered approach for supporting student learning in Mathematics. Principal Foran discussed the three Tiered Approach to support student learning in Mathematics.

Ms. Leonardo provided a short video clip from Understood.org that highlights the experience of a student struggling in math and the importance of student voice.

Capacity Building is key at WCDSB to ensure that high quality programs and services are provided to our students. Ms. Dreyer provided a list of Professional Development Opportunities offered to date to Resource Teachers (Special Education Teachers) and the Next Steps for 2018-19 to ensure that we are creating socially and academically inclusive classrooms through a collaborative model of Resource Teacher Support. The collaborative model includes Technology, Social-Emotional Strategies and Collaborative Model of Resource Teacher Support.

5.2 2018 Elections – Trustee Determination and Distribution, Compliance Audit Committee

Superintendent Maharaj provided a report with respect to 2018 Elections – Trustee Determination and Distribution, Compliance Audit Committee.

As part of the upcoming election process, Trustees are required to carry out the following:

1. Pass a motion identifying the number of Catholic Trustees that will be elected in 2018 (Trustee Determination).
2. Pass a motion identifying the geographical areas that Trustees will represent (Trustee Distribution).
3. Appoint members to an Election Expense Compliance Audit Committee.

Superintendent Maharaj discussed a number of options and formulas for Trustee Determination and Trustee Distribution. The Board of Trustees decided they will keep the determination and distribution formulas used in past years.

5.3 Director's Monthly Report

Director Notten provided an update from her activities for the month of February 2018.

6 Ownership Linkage (Communication with the External Environment)

6.1 Draft Correspondence regarding Canada Summer Jobs Program

Correspondence was drafted to Prime Minister Trudeau and Minister Hajdu stemming from requests from OCSTA to state our concerns with the application process of the Canada Summer Job Program. The Board of Trustees were in consensus that the letter should be sent as drafted.

7 Actions From Board Committees/Task Forces

7.1 Student Trustee Monthly Update

Student Trustee Jamieson and Student Trustee Nemeth provided update from their activities for the month of January and February 2018.

8 Board Education (at the request of the Board)

8.1 OCSTA/CCSTA Communications

8.2 Vice-chair's Report

Trustee Conway provided an update from his activities for the month of February 2018. Trustee Price also provided an update on her attendance at the Chinese New Year celebration.

9 Policy Discussion

9.1 Governance Committee Recommendations

2018-29 -- It was moved by Trustee Van Alphen and seconded by Trustee Gravelle:

*THAT the Board approve the change to **Board Policy IV 008 Financial***

***Conditions and Activities** as outlined in the following attachment. --- Carried by consensus*

2018-30 -- It was moved by Trustee Reitzel and seconded by Trustee da Silva:

*THAT the Board approve the change to **Board Policy II 003 Board Job***

***Description** as outlined in the following attachment. --- Carried by consensus*

2018-31 -- It was moved by Trustee Schmalz and seconded by Trustee Gravelle:

*THAT the Board approve the change to **Board Policy I 001 Ends** as outlined in the following attachment. --- Carried by consensus*

10 Assurance of Successful Board Performance

10.1 Board Policy I 001 Ends - Broad Policy Provision (All) – in compliance?

10.1 Board Policy II 007 Board Members' Code of Conduct (G. Reitzel)

2018-32 -- It was moved by Trustee Reitzel and seconded by Trustee da Silva:

THAT the Board of Trustees reviewed Board Policy II 007 Board Members' Code of Conduct and find the Board in compliance. --- Carried by consensus

10.1.1 Is There a Need to Review This Policy? No

10.2 Board Policy III 003 Accountability of the CEO (A. Fee)

2018-33 -- It was moved by Trustee Fee and seconded by Trustee Schmalz:

THAT the Board of Trustees reviewed Board Policy III 003 Accountability of the CEO and find the Board in compliance. --- Carried by consensus

10.2.1 Is There a Need to Review This Policy? No

10.3 Board Policy III 004 Delegation to the CEO (M. Van Alphen)

2018-34 -- It was moved by Trustee Van Alphen and seconded by Trustee Conway:

THAT the Board of Trustees reviewed Board Policy III 004 Delegation to the CEO and find the Board in compliance. --- Carried by consensus

10.3.1 Is There a Need to Review This Policy? No

11 Assurance of Successful Director of Education Performance

12 Potential Agenda Items

12.1 Trustee Inquiry Report from the CEO

12.2 Shared Concerns

13 Announcements

13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated):

- Feb. 27 Soup Sisters
- Mar 1: Clergy Dinner
- Mar 5: Committee of the Whole
- Mar 26: Board of Trustee
- Mar. 28 Beacons of Hope Resurrection FOS
- Apr 4: Beacons of Hope Monsignor Doyle FOS

13.2 Pending Items:

13.3 Pending Items for OCSTA Consideration

14 Items for the Next Meeting Agenda

15 Adjournment – Confirm decisions made tonight.

The Recording Secretary confirmed the meeting decisions.

16 Closing Prayer

**2018-35-- It was *moved* by Trustee da Silva and *seconded* by Trustee Gravelle:
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 7:30 p.m.**

Chair of the Board

Secretary

Date: March 26, 2018
To: Board of Trustees
From: Director of Education
Subject: Budget Update #2

Type of Report: ☐ Decision-Making
☒ Monitoring
☐ Incidental Information

Type of Information: ☐ Information for Decision Making
☒ Monitoring Information
☐ Information Only

Origin:

Board Executive Limitation IV007 identifies criteria to which staff must adhere in the preparation, planning and presentation of the budget. Budget planning typically commences in January and concludes with the presentation of the budget to the Trustees in early June. Administration requires an approved budget by the end of June in order to file the budget with the Ministry on time.

Management will provide 2018-2019 budget development progress updates to Trustees monthly commencing in February as per the Board approved budget consultation plan. The updates are to provide Trustees with information on the progress on timing of the budget development and to inform Trustees of any pressures that may arise as the budget develops.

Policy Statement:

Board Policy IV 007 "Financial Planning/Budgeting"

"The CEO shall not...

1. Develop a budget without conducting a formal process for soliciting input on the needs and priorities of the system
6. Present a budget that does not allow sufficient time for decision-making

Alignment to the MYSP:

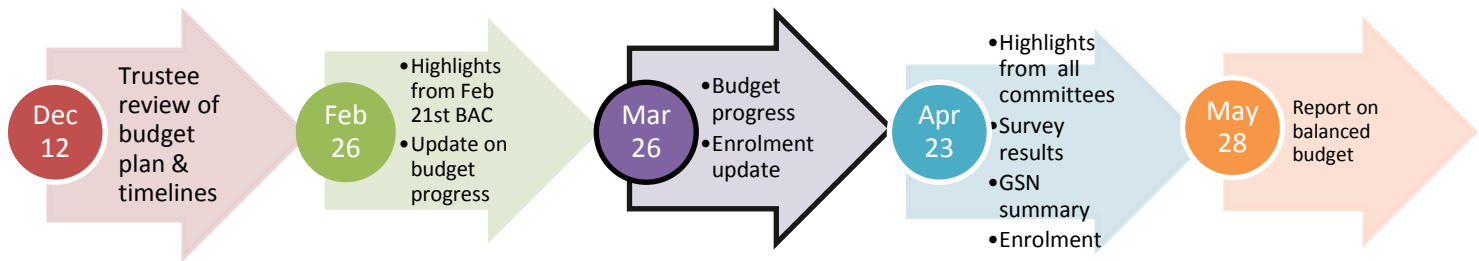
Building Capacity to Learn, Learn and Live Authentically

Strategic Direction: Our decisions, actions and stewardship of resources are evidence-based and responsive

- Goal: To commit to evidence based, responsive, timely and professionally executed planning and gap analysis in all budgetary decisions.

Background/Comments:

The 2018-2019 budget timeline to date:



Secondary Enrolment Committee Meeting #2: March 23, 2018

Objective of Committee:

- The purpose of this committee is to generate secondary enrolment projections using documented methods that will establish a secondary student average daily enrolment (ADE) for the purpose of budgeting and staffing

Meeting agenda:

- Review of 2018-2019 projected enrolment methodologies:
 - i) Planning department
 - ii) Principal calculations
 - iii) Secondary Enrolment Committee
 - iv) Linear regression
- Compare projections to Q2 forecasted enrolment

Elementary Enrolment Committee Meeting #2: March 20, 2018

Objective of Committee:

- The purpose of this committee is to generate elementary enrolment projections using documented methods that will establish an elementary student average daily enrolment (ADE) for the purpose of budgeting and staffing

Meeting agenda:

- Review 2018-2019 projected enrolment which will include the following methods:
 - i) Planning department
 - ii) Principal calculations
 - iii) Elementary Enrolment Committee
 - iv) Linear regression
- Compare projections to Q2 forecasted enrolment

Budget Survey

- The survey opened on February 28th and will remain open until March 26th. Results will be made available once they have been compiled and shared with budget holders and the Budget Advisory Committee.
- At the time of preparation of this report, 339 responses have been received. Further communication has been sent in a final attempt to remind stakeholders to complete survey.

Budget Compilation

- The finance department has begun reviewing staffing categories with Human Resources and has identified certain drivers of staffing for particular groups of employees
- Operating budget templates have been returned by all budget-holders and compilation of changes has begun
- New staffing positions requested for 2018-2019 (non-enrolment based) were presented to Executive Council for consideration
- A review of APB 001 – School Operating Budgets has been considered by Executive Council with the intent to review for budget considerations at the beginning of April

Upcoming

- GSN announcement: April 6th (potential)
- Enrolment projections: due to Finance April 4th
- Budget Advisory Committee meeting: April 10th

Recommendation:

This report is being provided as information on the development of the 2018-2019 budget.

Prepared/Reviewed By: Loretta Notten
Director of Education

Shesh Maharaj
Chief Financial Officer

Laura Isaac
Senior Manager of Financial Services

Renee King
Manager of Budget and Financial Reporting

*Bylaw 5.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* - the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."

My name is John Robb and I am the parent of two daughter's; one who has graduated from St. Benedict's and the other who is currently there attending grade 10. I would like to thank you for this opportunity to address you on a matter relevant to me, my family and potentially many other families.

I recently encountered a technical problem while helping my daughter do her homework. I later found out that the problem was not technical in nature but was actually the result of a specific board policy that forbids printing from board provided Google Accounts. I am here today to address the concerns I have with that policy.

First let me provide a quote from the Board's Website.

Catholic School Councils – APSC001

Reviewed/Revised: October 2015

PURPOSE

The Waterloo Catholic District School Board recognizes that education is a shared responsibility involving school staff, students and their families, and members of the community and parish. The purpose of school councils is, through the active participation of parents, to improve pupil achievement, well-being and enhance the accountability of the education system to parents.

I'd like to highlight one section of that introduction "to improve pupil achievement, well-being".

Some of you are likely parents and know that getting teenagers to do their homework typically does not improve the pupil or parent's well being. It can be downright frustrating at times.

With that as the foundation; I'm wondering why the board would put hurdles in place that make it HARDER for pupils to do their homework?

The backstory here is that my daughter had some worksheets she needed to print as requested by her teacher. This past Christmas I gave her a Chromebook to help her more efficiently do her homework and to improve her digital literacy. Even with this new tool she would still come to me in order to print documents. I said to her that surely she can print to one of our home printers from her Chromebook. She can indeed print to the home printer from her Chromebook unless she is working in her Board provided G-suite account. It turns out the Board has disabled printing for student G-suite accounts regardless of whether they are printing at school or at home. I learned this after much correspondence with Board staff culminating in a final email exchange with Ms. Judy Merkel, Superintendent of Learning.

It was made clear to me that the board is sticking with it's policy regardless of what the ramifications of that policy are for parents. In my correspondence with Ms. Merkel I asked for two things: What is being done within the schools to reduce the necessity to print documents and I also asked if there has been follow up consultation with stake holders to determine the effectiveness of the current strategy and follow ups were conducted to provide examples of how these assessments were conducted.

In that the Board has a stated policy to enhance student well-being I would like to ask that the board assess the effectiveness of current printing strategy and how that impacts well-being. Making it harder for students to do their homework is not consistent with the goal of enhanced well-being.

Will you seek to find out how effective the current policies and procedures around printing are? If so when should we expect to see the outcome of that assessment?

Date: March 26th, 2018
To: Board of Trustees
From: Director of Education
Subject: Director's Report

Type of Report: ☐ Decision-Making
☐ Monitoring
☒ Incidental Information concerning day-to-day operations

Type of Information: ☐ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Policy 1 001 Ends
Policy IV 013 Leadership

Policy Statement and/or Education Act/other Legislation citation:

Policy 1 001 Ends
Policy IV 013 Leadership

Alignment to the MYSP:

Strategic Priority: Nurturing Our Catholic Community

Strategic Priority: Student Engagement, Achievement and Innovation

Strategic Priority: Building Capacity to Lead, Learn and Live Authentically

Background/Comments:

The month of March is always a quick one, complements of the benefit of March Break but not without a few significant events in the life of Waterloo Catholic. We continue to journey through the season of Lent which is a time of reflection, preparation and penance. This is the spirit which continues to fill all of our school communities. Below you will find highlights from the past month, that capture some of the more notable events or accomplishments from my work as Director:

- Participated in Provincial Innovation Symposium – both at Ryerson University Design Lab and then on day 2 at the Conference Centre in Toronto.
- Participated in the Trustee/Senior Team outing sponsored by the Trustee Pastoral team, hosted at Soup Sisters in Waterloo.

- Attended the Elementary Schools Skills Competition at Conestoga College.
- Participated in a meeting with our Administrator Association Chairs.
- Assisted in the hosting of our Clergy Dinner, sponsored by our Trustee Linkages Committee. Delivered a presentation on how we continue to Nurture Our Catholic Community.
- Hosted the Ministry of Education for a discussion on the implementation of our Board Learning Improvement Plan.
- Continued preliminary conversations regarding the foundational steps to launching our new MYSP with our researcher and with the senior team.
- Continued dialogues with Regional Leaders Advisory Committee meeting for SMARTWaterloo Region – to explore possibilities for our area in relation to a federal grant application that is responding to the Smart Cities Challenge.
- Attended the St Mary's STEM Innovation Week and delivered greetings to the students.
- Visited and toured Blessed Sacrament School.
- Participated in an interactive dialogue with the students who are members of the "Girls Club" of St Vincent de Paul about being a female leader and Director of Education (at their invitation). Delivered a keynote address at St David's school to 7 classes on Leadership and Women on "International Women's Day".
- Met with representatives from PCG and EF Tours about possible future opportunities for WCDSB.
- Met with Superintendents for dedicated meetings to explore future PD possibilities and planning for the short term and for the longer term at WCDSB.
- Participated in the final session of our IT Strategic Governance Steering Committee held at St Brigid's and had an opportunity to also tour the new facility.
- Hosted our first *Beacons of Hope* Breakfast for St Benedict's Family of Schools
- Continued involvement in the planning and preparations for the OCSTA AGM in April 2018.
- Hosted the Ministry of Education to discuss our WCDSB Design Lab Innovation Proposal – one of only two proposals approved provincially.
- Attended monthly K-12 Administrators' Meeting and delivered opening remarks.
- Attended the OFSAA AAA Girls' Hockey Championships, which WCDSB and St Benedict's in particular hosted. Brought greetings at the Banquet dinner.
- Attended Hamilton Diocese meeting for Directors of Education and Bishop Crosby
- Attended a meeting at University of Waterloo in regards to a Smart Carbon Neutral School Systems briefing.
- Attended ECCODE Executive meeting, followed by CODE Executive Meeting, followed by a meeting with DM and ADMs in Toronto.
- Participated in ongoing communication with representatives from the University of Ottawa in regards to an opportunity to pilot a new Ministry of Education School Climate survey.

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Loretta Notten
Director of Education

*Bylaw 5.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”

Date: March 26, 2018
To: Board of Trustees
From: Director of Education
Subject: Student Success Update

Type of Report: ☐ Decision-Making
☐ Monitoring
☒ Incidental Information concerning day-to-day operations

Type of Information: ☐ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

Board Policy I - Ends
APC 017 - Assessment, Evaluation & Reporting in Secondary Schools

Policy Statement and/or Education Act/other Legislation citation:

Achieving Excellence: A Renewed Vision for Education in Ontario - <http://www.edu.gov.on.ca/eng/about/excellent.html>
Student Success/Learning to 18 - <http://www.edu.gov.on.ca/eng/teachers/studentsuccess/results.html>
Building the Workforce of Tomorrow: A Shared Responsibility - <https://www.ontario.ca/page/building-workforce-tomorrow-shared-responsibility>

Alignment to the MYSP:

Nurturing Our Catholic Community

- To work in collaboration with our charitable and community partners to ensure our students in need are receiving the assistance they need to succeed in school
 - ✓ Ensure equity by identifying and utilizing data regarding communities, schools and students

Student Engagement, Innovation and Achievement

- Students are achieving at their highest potential in a 21st century world
 - ✓ To focus on personalized authentic and culturally relevant inquiry

Building Capacity to Lead, Learn and Live Authentically

- Our decisions, actions and stewardship of resources are evidence-based and responsive
 - ✓ To ensure all program offerings are tied to student need and stakeholder interests, and that they will equip students to become globally-engaged responsible citizens

Background/Comments:

The Ontario Ministry of Education has developed a wide range of initiatives to facilitate Student Success. The Student Success/Learning to 18 (SS/L18) Strategy is designed to meet five inter-related goals focused on the secondary school system:

1. Provide students with an effective elementary to secondary school transition
2. Support a good outcome for all students
3. Provide students with new and relevant learning opportunities
4. Build on students' strengths and interests
5. Increase graduation rates and decrease dropout rates

Students who are in jeopardy of graduating or accumulating credits due to in-risk situations are guided by caring adults into learning opportunities that take advantage of the many student success initiatives and programs our Catholic school district offers within the context of the student's strengths, skills and interests. Our district's definition of an "in-risk" student can be summarized in this way:

- elementary students who are performing at level 1, or below grade expectations
- secondary students who are performing significantly below the provincial standard
- secondary students earning marks in the 50s and low 60s, and who do not have the foundations to be successful
- students who are disengaged for a variety of reasons, which tend to be reflected in poor attendance

Executive Summary

Key highlights from the Student Success Learning to 18 Strategy as mapped to our Multi-Year Strategic Plan:

Transition Surveys

Grade 9 religion classes from every secondary school participate in a transition survey in an effort to collect data in relationship to how students feel about the supports they receive in transitioning from elementary to secondary school. These survey results are then shared with school teams and administrators to help monitor the effectiveness of the transition strategies and supports.

Additionally, two student success consultants work with individual students between grades 7-10 to provide guidance, support and strategies to deal with social and emotional issues that are impeding their ability to be successful in school. This year they are also being trained in restorative justice practices to augment their ability to engage students who are struggling with behavioural and relational issues, and to help heal bruised or broken relationships so that schools and classrooms can continue to be safe and inclusive learning communities.

Program & Pathways

A variety of engaging and diverse learning opportunities both inside and outside the classroom for our students will help them explore and reflect upon their interests, strengths and aspirations and will honour all five post-secondary destinations – apprenticeship, college, community, university, work (e.g. Zoom Career, Challenge, & Pitch Days)

As part of the Creating Pathways to Success Ministry of Education policy, starting in Grade 7 and building on their K-6 All About Me portfolio, students will continue to document their learning in education and career/life planning in a web-based Individual Pathways Plan (IPP).

- 24 Pathway evenings have been hosted this year with excellent attendance
- Research indicates that the majority of students view their parents as their primary source of influence and support when it comes to career/education decisions. (King et. Al., 2009).
- With this in mind we have sought to engage our parents through these 24 Pathway evenings. Two of the events were hosted by a School Council (RESU) and a Community Partner (BEP). Both evenings are about engaging the entire family in education and career/life planning and exploration of careers and resources representative of all the Pathways.
- The Grade 8 Family nights hosted by the secondary schools provided a welcoming, inclusive environment filled with lots of energy and enthusiasm from the school community and community partners about life at our secondary schools. These evenings have proven to be a great way to enhance communication with the parents by providing them with some important insight and knowledge about the choices, opportunities and resources available to them as they support their child with pathway

planning and life in secondary school.

...It is so great that we have these nights, parents get excited about high school and they get their questions answered. I have a mom who is also staff, she loved everything about the evening and can't wait to get her daughter to Resurrection. Paul Gladding – Principal, Holy Rosary

Experiential Learning:

Specialist High Skills Major Program (SHSM)

- As the school board with the largest SHSM footprint in the Province of Ontario, we will continue to build and develop the strength of our SHSM programs in an effort to facilitate the improvement in graduation rates. Current percentage of Grade 12's on track to earn their credit requirements for SHSM is 72% board wide. This represents a potential increase of 27% in the boards red seal rate provided all these students complete their certification requirements compared to last year. Provincial red seal rate for 2016-17 was 53%.
- Current enrollment in SHSM is 1257 grade 11 & 12 students which represents 32% of our senior grades board wide. The provincial average enrollment in 2016-17 was 15%. Ministry target for boards is 25%.
- Currently there are 50 SHSM programs across the five Secondary Schools.
- The board has applied to add 4 new SHSM programs for the 2018-19 School year:
 - ✓ Sports major at St. Benedict and St. David's
 - ✓ Construction and Manufacturing majors at Resurrection.
- Over 3,000 certifications & awareness trainings earned by SHSM students (Sept-Feb) (E.g. Standard First Aid, Working at Heights, Customer Service, WHMIS training)
- Total of 112 SHSM Training events scheduled during 2017-18 school year

Dual Credits

- SWAC (School Within A College) Approx. 20 Students.
- Exploring The Construction Trades Program Approx. 24 Students.
- CCEP (College Cooperative Experiential Program) Approx. 40-50 students.
- CAPP (College Apprenticeship Preparation Program) Approx. 15-20 students.
- Summer SWAC (NEW THIS YEAR) Approx. 12-18 Students.
- Summer Dual Credits three dual credits offered Approx. 20-40 Students.
- Community Build students – these students take two dual credits during semester two. Approx. 10-20 Students.
- During semester 1, the WCDSB had a 92% success rate for 24 students earning four secondary credits in the exploring construction program at Conestoga College.
- For CCEP (College Cooperative Experiential Program) the WCDSB had 18 students attempt 72 credits and earned 70, 2 dual credits and 2 coop credits for a success rate of 97%.

Ontario Youth Apprenticeship Program (OYAP)

- New Electrician Apprenticeship Program
 - ✓ 5 students selected: 3 from St. Mary's and 2 from Monsignor Doyle
 - ✓ 6 credit package including summer employment leading to full apprenticeship with the union
- Small regional skills competitions commencing in March
 - ✓ 20-25 potential competitors competing in Toronto
- 40 girls attend the Young Women's Conference at Linamar in Guelph
- Pipefitting and welding competition being held this April
- "Jill of all Trades" for 23 female students in May at Conestoga College
- Steeds and Evans construction field trip for 45 students in May
- Various promotional events (Parent Nights, Gr. 8 nights)

Elementary Skills Competition

- The goal of the Waterloo Catholic elementary skills challenge is to have our students working on authentic problems and proposing solutions that help people in our community.
- The students work on design thinking challenges that lead them through a process where they do some initial research and investigation to identify an issue and then they design and build prototypes or models that help solve the problem. They test their prototypes and receive feedback from community partners and peers to improve the design of their models before delivering a final presentation.
- It is an excellent opportunity for them to develop transferable skills like creativity, critical thinking, problem-solving, communication, collaboration and citizenship.
Video clips of CTV news interviews with our students.
- <https://kitchener.ctvnews.ca/in-your-backyard>

E-Learning

- Over 400 students taking an online course in Winter 2018
- 30 courses offering 2017-2018
- Continued use of support plan to keep students engaged: <http://bit.ly/ZolhHV>

Literacy

Based on urgent student learning needs as evidenced through our triangulation of data, and in alignment with the MYSP and Board Improvement Plan for Student Achievement (BIPSA), our teachers will be invited to engage in a professional learning series which addresses the explicit teaching of making inferences. Teachers continue to refine their ability to select appropriate texts in response to student need, which will foster greater understanding of making inferences through continued vocabulary development and close reading of text.

Professional Cross-Panel Learning Sessions continue to build teacher understanding of the five components of the Content and Knowledge for Literacy Learning (phonology, semantics, morphology, syntax and pragmatics), with a particular focus on syntax, semantics and pragmatics. Teachers use student work as the catalyst for their questioning and learning. Other projects include Mock OSSLT, Literacy Links publication and Reader Resiliency initiatives.

Numeracy

Teachers are continuously working on their pedagogical knowledge to improve their practice to better meet the needs of their students. The importance of this work aligns with ministry priorities for improving student achievement in mathematics. These teachers have joined with Math Program Heads to build capacity within the department. The focus has been on grade 9, but teachers are transferring these skills to other courses they teach.

In the mathematics classroom, increased accountable talk makes the learning visible and students learn from each other.

SEM 1 RESULTS FROM 2 OF OUR INCREASED SCHOOLS
SHOW WE ARE MAKING AN IMPACT ON STUDENT SUCCESS

| | % OF STUDENTS AT EACH LEVEL | | | |
|------------|-----------------------------|----|----|------|
| | R | L1 | L2 | L3/4 |
| DIAGNOSTIC | 48 | 27 | 8 | 17 |
| MID-TERM | 9 | 20 | 20 | 50 |
| FINAL | 2 | 23 | 23 | 52 |
| | | | | |
| | % OF STUDENTS AT EACH LEVEL | | | |
| | R | L1 | L2 | L3/4 |
| DIAGNOSTIC | 14 | 10 | 24 | 52 |
| MID-TERM | 5 | 7 | 33 | 56 |
| FINAL | 0 | 14 | 16 | 70 |

Additionally, there is also 'soft data' that contributes to students' success, but are more difficult to capture. For example, students sharing that they were "never good at math before". Students making connections between prior knowledge and new. Teachers or classroom visitors able to witness the richness of student engagement prompted by a worthwhile math task.

Graduation Rates

| | | |
|--------------------|---------------------|-------|
| Ministry Data: | 2016 – 4 year rate: | 78.1% |
| | 2016 – 5 year rate: | 85.9% |
| | 2017 – 4 year rate: | 80.2% |
| | 2017 – 5 year rate: | 87% |
| Waterloo CDSB Data | 2017 – 4 year rate: | 82% |
| | 2017 – 5 year rate: | 89% |

The larger story of graduation rates includes the support adult learners receive at St. Louis. For those students who are unable to graduate from one of our secondary day schools in four or five years have the additional support of our adult learning school community.

Re-engagement Strategy

The work of our re-engagement officer with the support of the Re-engagement Steering Committee is to reach out in support to all Waterloo Catholic students who have left school early or who are in-risk of not graduating due to deficits in credit accumulation, poor attendance, or incomplete compulsory community service hours.

WCDSB Students

- Total Students 75
- Graduated - 17 = 23%
- Currently ON Roll – 38 = 51%
- Currently Off Roll – 20 = 26%

Other Board Students

- Total Students 50
- Graduated - 5 = 10%
- Currently ON Roll – 27 = 54%
- Currently Off Roll – 18 = 36%

Early Leavers Students (Both WCDSB and Other Students)

- Total Students 93
- Graduated - 5 = 6%
- Currently ON Roll - 15 = 16%
- Currently Off Roll – 73 = 78%

Summary of All Reports

- Total Students 218
- Graduated - 27 = 13%
- Currently ON Roll - 80 = 36%
- Currently Off Roll – 111 = 51%

Paid Workplace Coop

- 18 On Roll
- 3 Graduates to date

St Louis

- 25 On Roll
- 5 from Cambridge Schools

Challenges

- Compulsory Credits – English main course
- Community Service Hours – 11 just need CSH to grad (133 of 218 on list need CSH (61%)
- OSSLT (45 need OSSLT of 218 – 21% but 29 of the 45 are on the Early Leavers Report)
- Mental Health, home life, motivation, etc.

Summary

The Student Success strategy intends to offer support to our most vulnerable students. This is best accomplished with a integrated approach where school and district teams work closely with each other to identify students in need, build personalized plans of support for each student, and utilize effective monitoring processes to evaluate the success of the strategies and programs employed. In our Catholic/Christian Tradition, the gospel imperative to seek those that are lost and return them to the embrace of the community is embedded in scripture and in the corporal acts of mercy. Our schools are most effective and our mission is best realized when all students have the opportunity to succeed.

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Loretta Notten
 Director of Education

 Richard Olson
 Superintendent of Learning

*Bylaw 5.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”

Date: March 26, 2018
To: Board of Trustees
From: Director of Education
Subject: French Immersion Review Update

Type of Report: ☐ Decision-Making
☐ Monitoring
☒ Incidental Information concerning day-to-day operations

Type of Information: ☐ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☒ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

- *A Framework for French as a Second Language in Ontario Schools, Kindergarten to Grade 12, 2013*, available at www.edu.gov.on.ca/eng/amenagement/frameworkFLS.pdf
- *The Ontario Curriculum: French as a Second Language – Core, Grades 4–8; Extended, Grades 4–8; Immersion, Grades 1–8, 2013*, available at www.edu.gov.on.ca/eng/curriculum/elementary/fsl18-2013curr.pdf
- *The Ontario Curriculum: French as a Second Language – Core, Extended, and Immersion French, Grades 9 to 12, 2014*, available at www.edu.gov.on.ca/eng/curriculum/secondary/fsl912curr2014.pdf
- APA001 Admissions to Elementary Catholic Schools – https://www.wcdsb.ca/ap_memos/PDF/APA001.pdf
- APO012 Transportation https://www.wcdsb.ca/AP_Memos/PDF/APO012.pdf

Policy Statement and/or Education Act/other Legislation citation:

Achieving Excellence: A Renewed Vision for Education in Ontario (2014)
School Effectiveness Framework (2013)

Alignment to the MYSP:

Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction:

Parents, parishes, community partners and student engagement are nurtured and valued.

Goals:

To engage students in authentic learning experiences that reflect real-life application and engagement.

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Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction:

Students are achieving their highest potential in a 21st century world

Goal:

To support our students in meeting the Ontario Graduate expectations

Background/Comments:

French Immersion is an inclusive opt-in program that was first offered in the 2015-16 school year at St Anne, Kitchener and Sir Edgar Bauer, Waterloo. The following year, in 2016-17, the program expanded to Cambridge and opened at Our Lady of Fatima.

We offer a 50% program in which 150 minutes of instruction are offered in French, and 150 minutes in English. As with all our Second Language Programs, French Immersion is designed for students whose first language is not French. The entry point for French Immersion is in grade 1. It is currently open to all residents of Waterloo Region at the three satellite sites.

In our third year of the program, we are servicing 216 students.

| | Grade 1 | Grade 2 | Grade 3 |
|---------------------------|--------------|--------------|--------------|
| St Anne K | 17 & 18 (35) | 15 & 13 (28) | 18 & 19 (37) |
| Sir Edgar Bauer | 17 & 18 (35) | 20 | 18 |
| Our Lady of Fatima | 20 | 23 | n/a |

As noted in previous reports to trustees, the WCDSB has formed a committee, "...to examine the successes of the program pilot and determine next steps." The purpose of this report is to describe to trustees the progress of this committee's consultation process thus far.

Subsequent to the previous Report, the French Immersion Review Committee met on three occasions (January 30th, February 13th and 27th) in order to further discuss and identify priorities and plan for a series of public meetings to be held at Our Lady of Fatima CES (March 6th), Sir. Edgar Bauer CES (March 7th), and St. Anne CES (March 8th).

The priorities identified by the committee centre on four themes:

- Accommodation: students should be offered access to the FI program in the same school from Grades 1-8
- Staffing: recognizing to the challenge faced by the WCDSB in hiring FSL staff, the committee is prioritizing program quality over rapid growth (ambitious but achievable growth)
- Transportation: need to reduce traffic congestion at schools
- Entry point: Gr. 1 remains the recommended entry point

The committee conducted a SWOT analysis which examined Strengths, Weaknesses, Opportunities, and Threats identified through the discussions from October 2017 through January 2018 that noted strategies the WCDSB could employ as it deals with enrolment pressure (at FI sites and elsewhere). This SWOT analysis focused on such issues as:

- The addition of portables
- Changing boundaries to move English students
- Opening a new dual-track school
- Opening a new single-track school

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w w w . w c d s b . c a

Furthermore, the committee discussed issues relevant to:

- Selecting new French Immersion sites (*i.e.* geographic distribution and site selection criteria)
- Registration priorities

The public meetings were well-attended. Parents represented over sixty families from nearly ten schools. Several staff attended as well as one trustee (A. Fee). At each site, those who attended were provided the opportunity to pose questions from committee members and add their own thoughts and queries to display boards which focussed on key themes and issues reviewed by the committee (noted above). Furthermore, computers were available at each site so members of the public could add, through this electronic medium, their questions and comments.

Future committee meetings will review the feedback gleaned from the public sessions and electronic feedback in order to produce a final report to Board in April.

Recommendation:

This report is presented to the Board as information.

Prepared/Reviewed By: Loretta Notten, Director of Education
John Klein, Superintendent of Learning
Shesh Maharaj, Superintendent of Corporate Services

*Bylaw 5.2 “where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred.”



Date: March 26, 2018
To: Board of Trustees
From: Director of Education
Subject: School Year Calendar 2018-2019

Type of Report: ☒ Decision-Making
☐ Monitoring
☐ Incidental Information concerning day-to-day operations

Type of Information: ☒ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☐ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

*Education Act, Ontario Regulation 304 ("School Year Calendar, Professional Activity Days")
PPM151(Professional Activity Days Devoted to Provincial Education Priorities)*

Policy Statement and/or Education Act/other Legislation citation:

5. (1) For one or more schools under its jurisdiction a board may designate a school year and school holidays that are different from those prescribed in section 2 and, where a board does so, the board shall submit to the Minister on or before the first day of March a proposed school calendar for the school year next following in respect of such school or schools, identifying thereon each day of the school year as an instructional day, a professional activity day or a school holiday, and the board may, upon approval thereof by the Minister, implement such school calendar. R.R.O. 1990, Reg. 304, s. 5 (1).

Alignment to the MYSP:

Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction:

Parents, Parishes, community partners and student engagement are nurtured and valued

Goals:

To strengthen our partnerships among colleges, universities, employers, and community partners

Priority Area:

Nurturing Our Catholic Community

Strategic Direction:

Students and staff are healthy in mind, body, and spirit

Goal:

To strengthen system commitment to school, student, and staff spiritual health

Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction:

Students are Achieving at their highest potential in a 21st Century world

Goals:

To focus on the 21st century competencies of critical thinking and problem solving, creativity and collaboration

To focus on personalized, authentic, and (culturally) relevant inquiry

To support our students in meeting the Ontario Catholic Graduate Expectations

Priority Area:

Student Engagement, Achievement, & Innovation

Strategic Direction:

Staff are engaged in cultivating collaborative learning communities

Goal:

To improve student learning and achievement in mathematics

To improve student learning and achievement in Applied Level classrooms

To improve student learning and achievement for those students who have an IEP

To use collaborative team structures, mapped to the School Effectiveness Framework for all professional learning

Priority Area:

Building Capacity to Lead, Learn, & Live Authentically

Strategic Direction:

Professional learning for ALL staff is timely and responsive

Goal:

To foster professional learning that is job-embedded and evidence-informed

Background/Comments:

Regulation 304 provides that school boards are required to prepare, adopt and submit to the Minister on or before the first day of May, the school year calendar(s) to be followed by the schools in their jurisdiction for the subsequent school year.

School Boards are required to identify a minimum of 194 school days between September 1, 2018 and June 30, 2019, of which a minimum of 4 and a maximum of 7 days may be identified as PD days. Three of these must be for Ministry priorities. The remaining school days shall be instructional days. Boards may designate up to ten instructional days as examination days. Each school year calendar must be accompanied by a general outline of the activities to be conducted on PA days. The minimum number of instructional days is 187.

In the preparation of the 2018-2019 School Year Calendar, representatives from the following groups were asked to provide input:

- OECTA, CUPE, PASS, APSSP, OSSTF, Unifor
- Waterloo Catholic Administrators' Associations
- Learning Services Department
- Senior Administration
- Trustees
- Catholic Parent Involvement Committee

Consultation with representatives from our coterminous board, the Waterloo Region District School Board (WRDSB), also took place in the development of the 2018-2019 school year calendar. It should be noted that the WCDSB and, the WRDSB, share some transportation costs. Consequently, on days when we do not share transportation costs (*i.e.* when the WRDSB has scheduled a PA day and the WCDSB has not or, whenever WCDSB elementary and secondary schools do not share the PA Day) there are added costs. These non-aligned PA days in the 2018-2019 school year will cost the Board approximately \$64 000.00. However, these reflect WCDSB priorities (*i.e.* faith development day aligning with the liturgical calendar) or address particular aspects of reporting in secondary and elementary schools.

The last day of school in December will be December 21st, 2018 and the first day of school in the new year is January 7th, 2019.

The following charts outline Professional Activity Days and Examination Days.

Elementary P.A. Days 2018-2019

| | |
|--------------------|--|
| September 21, 2018 | Designation: ½ Ministry Priority / ½ SIPSA Occupational Health and Safety/Developing and Implementing Board and School Improvement Plans |
| October 26, 2018 | Designation: Ministry Priority FDK/ECE Inquiry-based learning & pedagogical assessment documentation (0.5) and Student Achievement, Student Success (0.5 JK/K; 1.0 Gr. 1-12) |
| November 16, 2018 | Designation: Ministry Priority Student Achievement in Numeracy |
| December 7, 2018 | Designation: Faith Day |
| January 25, 2019 | Designation: Elementary Reporting |
| April 12, 2019 | Designation: ½ OECA / ½ Ministry Priority Student Achievement/Student Success/Special Education |
| May 31, 2019 | Designation: Elementary Reporting |

Elementary Report Card Distribution Dates

| <i>Elementary Report Card Distribution Dates Report</i> | <i>Principal to Request not sooner than:</i> | <i>Report Cards sent home:</i> | |
|---|--|--------------------------------|---|
| Progress Report | October 25, 2018 | November 6, 2018 | Parent/Student/Teacher conferencing will be on November 8, 2018 |
| Term 1 | January 31, 2019 | February 14, 2019 | |
| Term 2 | June 12, 2019 | June 20, 2019 | |

Secondary P.A. Days 2018-2019

| | | |
|--------------------|--------------|--|
| September 21, 2018 | Designation: | Ministry Priority Occupational Health & Safety(0.5)/Developing and Implementing Board and School Improvement Plans (0.5) |
| October 26, 2018 | Designation: | Ministry Priority Student Achievement, Student Success |
| November 16, 2018 | Designation: | Ministry Priority Student Achievement in Numeracy |
| December 7, 2018 | Designation: | Faith Day |
| February 1, 2019 | Designation: | OECTA |
| April 12, 2019 | Designation: | 0.5 OECTA /0.5 Ministry Priority Student Achievement/Student Success/Special Education |
| May 31, 2019 | Designation: | Student Achievement, Student Success, Safe & Inclusive Schools |

Secondary School Examination Days

| | |
|------------------------------|---------------------------------------|
| TBD | Student / Parent / Teacher Conference |
| Jan 25, 28, 29, 30, 31, 2019 | Final Evaluations Semester 1 |
| TBD | Student / Parent / Teacher Conference |
| June 24, 25, 26, 27, 28 | Final Evaluations Semester 2 |

Recommendation:

The Board of Trustees approve the 2018-2019 School Year Calendar

Prepared/Reviewed By:

Loretta Notten
Director of Education

John Klein
Superintendent of Education

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Date: March 26, 2018
 To: Board of Trustees
 From: Director of Education
 Subject: 2018 Elections – Trustee Determination and Distribution, Compliance Audit Committee – Final Motions

Type of Report: ☒ Decision-Making
☐ Monitoring
☐ Incidental Information concerning day-to-day operations

Type of Information: ☒ Information for Board of Trustees Decision-Making
☐ Monitoring Information of Board Policy **XX XXX**
☐ Information only of day-to-day operational matters delegated to the CEO

Origin:

Further to the discussion that took place at the February 26, 2018 Board Meeting, the motions required for the upcoming Municipal election are attached to this report.

Policy Statement and/or Education Act/other Legislation citation:

Education Act Section 58.1 (Regulations on District School Boards)
 Ontario Regulation 412/00 “Elections to and Representation on District School Boards”
 Ministry Memorandum “2018 School Board Elections” dated January 31, 2018
 February 15, 2018 MPAC “Population of Elector Groups Report”
 Trustee Determination and Distribution Guide for Ontario District School Boards 2018 (Province of Ontario)

Alignment to the MYSP:

Strategic Priority: Nurturing Our Catholic Community

Strategic Direction: Everyone is included, respected and welcomed

Goal: To attain improved access to Board facilities and services

Strategic Direction: Faith is lived and witnessed in community

Goal: To strengthen and cultivate school, parish, and home relationships

Goal: To work in collaboration with our charitable community partners to ensure our students are receiving the assistance they need in school

Strategic Priority: Building Capacity to Lead, Learn & Live Authentically

Strategic Direction: Our decisions, actions and stewardship of resources are evidence-based and responsive

Background/Comments:

As part of the upcoming election process, Trustees are required to carry out the following:

1. Pass a motion identifying the number of Catholic Trustees that will be elected in 2018 (Trustee Determination).
2. Pass a motion identifying the geographical areas that Trustees will represent (Trustee Distribution).
3. Appoint members to an Election Expense Compliance Audit Committee.

Trustee Determination

At the February 2018 Board Meeting, Trustees determined they would set the number of Trustees for the next electoral term at 9.

Trustee Distribution

At the February 2018 Board Meeting, Trustees determined they would leave the areas of representation unchanged.

For further specificity, Trustees will be distributed as follows:

Kitchener / Wilmot – 4 Trustees
Cambridge / North Dumfries – 3 Trustees
Waterloo / Woolwich / Wellesley – 2 Trustees

No areas of low population are to be designated for this term.

Election Expense Audit Committee

Both the Waterloo Catholic District School Board and Waterloo Region District School Board have expressed an interest in sharing an Election Expense Audit Committee. The Board of Trustees will need to appoint the various members of this important Committee. This report will be brought forward in the coming months.

Recommendations:

1. That the Board of Trustees sets the number of Catholic trustees to be elected in the 2018 Municipal Election at 9.
2. That the Board of Trustees not designate any municipality as an area of low population for the purposes of trustee distribution in the 2018 Municipal Election.
3. That the Board of Trustees, for the purpose of the 2018 Municipal Election, agrees to distribute Catholic trustees as follows:
Kitchener / Wilmot – 4 Trustees
Cambridge / North Dumfries – 3 Trustees
Waterloo / Woolwich / Wellesley – 2 Trustees

Prepared/Reviewed By: Loretta Notten
Director of Education

Shesh Maharaj
Executive Superintendent of Corporate Services

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Ontario Catholic School
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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

March 7, 2018

TO: Chairpersons & Directors of Education
- All Catholic District School Boards

FROM: Dr. Brian O'Sullivan, MA, Ed. D., Director of Catholic Education

SUBJECT: **Catholic Education Week – May 6 – May 11, 2018**
Catholic Education: *Renewing the Promise*

The theme for Catholic Education Week 2018, “*Renewing the Promise*,” reminds us that publicly funded Catholic education is a call to service. Regardless of our position or our responsibilities within Catholic education, our role is a call, birthed in our Baptism, to bring the saving message of Jesus Christ into the lives of those students and their families whom it is our privilege to serve.

The 2018 CEW theme is drawn from the name of the pastoral letter by the Ontario Bishops on Catholic education to be released in the Spring of 2018. It is in logical succession to their previous letters on Catholic education in Ontario namely, “This Moment of Promise” (1989), “Fulfilling the Promise” (1993), and the report, “Our Catholic Schools (2006-2007)”. This upcoming letter will draw inspiration from the public consultations with Catholic stakeholders organized by ICE and OPECO since last summer. The goal of these consultations and the pastoral letter is to present a commentary on the contemporary role of Catholic education and its importance to Catholics in Ontario.

I would like to highlight several points leading up to CEW 2018:

- The CEW theme song has been posted on the OCSTA website. Schools and boards can download this copy for their CEW activities.
- Our Catholic student leaders will host a Eucharistic celebration at St. Paul’s Basilica in Toronto on May 8th. Mass will be celebrated by Bishop Gerard Paul Bergie and approximately 200 students are expected to attend. As well, a Christian Service Activity Package has been developed in collaboration with our provincial Catholic student trustees’ organization (OSTA-AECO) and will be shared with the students on this exciting day.
- The 2018 CEW Resource Kit includes a Mass package with various prayers and readings. This resource is provided to assist school boards if they choose to have a local CEW Mass.

...2

- Please note that the 2018 CEW posters have been produced in both English and French in acknowledgement of the collaboration between our English and French Catholic school boards. We believe these posters will be very popular with French programs offered in your school boards. These will be mailed to your school board by early March.
- All Catholic Education Week materials are posted on our website at www.goodnewsforall.ca and in French at www.opeco.ca.

I would like to conclude by wishing all of you a wonderful 2018 Catholic Education Week. Please do not hesitate to contact me at bosullivan@ocsta.on.ca if you have further questions.

Sincerely in Catholic Education,

A handwritten signature in black ink, appearing to read "B. O'Sullivan", with a stylized flourish at the end.

Brian O'Sullivan, MA, Ed., D.
Director of Catholic Education, OCSTA



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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

March 7, 2018

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: Trustee Ethical Leadership and Equity Governance Training

On February 14th & 15th, nine Catholic School Trustees, Nick Milanetti and I participated in the first program of Trustee Ethical Leadership and Equity Governance Training. For your interest, the agenda and PowerPoint presentations used by the facilitators/consultants throughout the training program are available through this [link](#).

It is the intent of the Ministry of Education to continue the training for all Trustees in 2019. An Advisory Committee consisting of representatives of the four Trustee Associations will provide advice to the Ministry of Education as to the timing and format of future sessions.

I would like to thank the following people for giving of their time and for the significant contribution each made to the success of this program:

Bev Eckensweiler (Chair – Bruce-Grey CDSB, OCSTA Vice-President)
Arlene Iantomasi (Trustee – Halton CDSB, OCSTA Director – Region 11)
Paul Landry (Trustee – Kenora CDSB, OCSTA Director – Region 2)
Judi Manitowabi (Trustee – Nipissing-Parry Sound CDSB)
Elaine McMahon (Chair – Ottawa CDSB)
Phil Pelletier (Trustee - Thunder Bay CDSB)
Barbara Poplawski (Chair – Toronto CDSB)
Thomas Thomas (Trustee – Dufferin-Peel CDSB, OCSTA Director – Region 7)
Judy Wawia (Trustee – Superior North CDSB)
Nick Milanetti (OCSTA – Executive Director)

If you have any questions or the program and/or material, please call Nick Milanetti or me.



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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

March 8, 2018

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: **Indigenous Education Advisory Council Working Group**

In early March, the Ministry of Education's Indigenous Education Branch established a working group to review the structure, mandate, roles and responsibilities of school boards' Indigenous Education Advisory Councils ("IEDCs"). As you know, the Ministry set the expectation in their 2007 *Ontario First Nations, Métis and Inuit Education Policy Framework* (and several subsequent policy and funding memos) that boards would establish formal processes to develop relationships with their Indigenous communities and work together on implementing this framework.

The overall purpose of the working group is to develop recommendations to the Minister regarding policy options, direction, resources and possibly legislative amendments in respect of IEDCs. It is expected that the group will meet monthly for the next 12 months.

OCSTA will participate in the working group as well as two senior board staff from northern Catholic district school boards. The working group will also have representation from First Nation trustees and other groups representing Indigenous peoples. The lead from the Ministry is Tanya Paquette, Director of the Indigenous Education Branch. We have also attached the draft terms of reference and a background presentation given to the group at their first meeting.

As the work progresses, we will provide you with input and feedback on the issues and policy considerations being discussed.

If you have any questions or concerns, please contact me, or Steve Andrews at sandrews@ocsta.on.ca.

Attachments

DRAFT – PROPOSED WORKING DOCUMENT

INDIGENOUS EDUCATION ADVISORY COUNCILS TASK TEAM TERMS OF REFERENCE

Context:

In 2007, when the *Ontario First Nation, Métis, and Inuit Education Policy Framework* was released, the ministry set the expectation that district school boards establish formalized processes or committees, such as Indigenous Education Advisory Councils (IEACs), to develop relationships with their Indigenous communities and work collaboratively on implementing the Indigenous Education Strategy.

The 2017-18 Grants for Student Needs (GSN) Indigenous Education Grant sets the requirement that IEACs advise on, and have signing authority for Board Action Plans (BAPs) on Indigenous Education.

Members of the Minister's Advisory Council on First Nation, Métis and Inuit Education Working Group and the First Nation Life-long Learning Table (FNLLT) – Central Policy and Planning Circle (CPPC) identified the need to create regulatory and policy frameworks for IEACs. Indigenous Education Board Leads have requested resources to support efforts in establishing and strengthening their IEACs and some Leads have expressed concern that formally regulating IEACs could hinder board flexibility and innovation to meet local needs.

The Ministry of Education is facilitating this provincial task team to navigate the respective concerns about formalizing IEACs across the province.

Purpose:

The IEACs Task Team will co-develop recommendations brought forward to the Minister of Education regarding future policy options, direction, resources and/or legislative amendments related to IEACs.

An overarching principle of the task team is that IEACs are intended to support student success and well-being.

Following is the full list of items that the ministry is coordinating for Task Team co-development:

- policy options to outline the mandate, governance structure, membership, roles and responsibilities of IEACs, while maintaining flexibility for local needs;

- resources for boards, e.g. Guidelines, Information sheets, Compendium of promising practices, so boards have a clear understanding of their responsibilities and have the support they need to meet their obligations; and,
- legislation in the next mandate, post June 2018, to set formal authority for IEACs

The advice and recommendations of the Task Team must:

- respect the constitutional and statutory framework for education in Ontario;
- respect the rights, legal obligations and jurisdiction of First Nations and Ontario; and,
- identify any material financial impact on the province, unless specifically provided for in the Terms of Reference for a specific project.

This work is aligned with *The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples* and the *United Nations Declaration on the Rights of Indigenous Peoples*.

Deliverables:

To propose recommendations and co-develop products with respect to the following, as per a co-developed work plan:

- policy options to outline the mandate, governance structure, membership, roles and responsibilities of IEACs, while maintaining flexibility for local needs;
- resources for boards, e.g. Guidelines, Information sheets, Compendium of promising practices, so boards have a clear understanding of their responsibilities and have the support they need to meet their obligations; and,
- legislation in the next mandate, post June 2018, to set formal authority for Indigenous Education Advisory Councils (IEACs)

Members:

[Name, Roles / Responsibilities (e.g. chair) – Contact Information]

Report Backs to Provincial Bodies/ Groups

[Suggestions from members – process for engaging with and reporting back to respective organizations, communities]

Governance

[Decision-making technique, e.g. consensus, resolution processes; relationships of authority within the group and with the greater organisation.]

Expenses:

Members will be compensated for expenses in accordance with the Ministry of Education's Travel, Meal and Hospitality Expense guidelines.

Staff support:

Administrative and policy support will be provided by staff of the Indigenous Education Office and other Ministry of Education staff deemed appropriate by the Co-Chairs.

Additional Notes

How communications outside of meetings will be conducted, e.g. email?

Where shared information, such as plans and contact information, will be stored

Schedule or meetings and/or other important timelines



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Patrick Daly, *President*
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Nick Milanetti, *Executive Director*

March 8, 2018

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: **Bill 193, Rowan's Law (Concussion Safety), 2018 - Update**

Further to the memorandum of January 23, 2018, the government passed Rowan's Law on March 6, 2018. For your information, we have attached the government's media release on this legislation.

Background

On December 14, 2018 the Minister of Tourism, Culture and Sport introduce for first reading Bill 193 - Rowan's Law, which sets out a legislative framework for concussion management and prevention. The bill applies to organized amateur competitive sports in schools, colleges, universities and communication groups. The legislation will require the following of school boards:

- Annual review of concussion awareness resources that help prevent, identify and manage concussions, which athletes, coaches, educators and parents would be required to review before registering in a sport;
- Removal-from-sport and return-to-sport protocols, to ensure that an athlete is immediately removed from sport if they are suspected of having sustained a concussion and giving them the time required to heal properly;
- A concussion code of conduct that would set out rules of behaviour to minimize concussions while playing sport.

The legislation also includes amendments to the *Education Act* that gives the Minister of Education authority to issue binding policies and guidelines for school boards regarding concussions in students consistent with new legislation.

In terms of the Bill's impact on PPM 158: School Board Policies on Concussion, it would make PPM 158 mandatory and include some additional requirements such as a concussion code of conduct.

If you have any questions, please do not hesitate to contact me or Stephen Andrews at sandrews@ocsta.on.ca.

Attachment

Ontario Passes Ground-Breaking Legislation to Protect Amateur Athletes

Province Becomes a National Leader in Concussion Management and Prevention

March 6, 2018 10:38 A.M.

Ontario passed ground-breaking concussion safety legislation today to protect amateur athletes and make sport safer on the field and at school.

Rowan's Law (Concussion Safety), 2017 makes Ontario a national leader in concussion management and prevention by establishing mandatory requirements that call for:

- Annual review of concussion awareness resources that prevents, identifies and manages concussions that coaches and educators would be required to review before registering in a sport
- Removal-from-sport and return-to-sport protocols, to ensure that an athlete is immediately removed from sport if they are suspected of having sustained a concussion, giving them the time needed to heal properly
- A concussion code of conduct that would set out rules of behaviour to minimize concussions while playing sport.

In honour of Rowan Stringer, the 17-year-old rugby player whose death resulted from sustaining multiple concussions, the proposed legislation also establishes the last Wednesday in September as "Rowan's Law Day".

Ontario is the first jurisdiction in Canada to pass concussion safety legislation, setting a precedent for sport legislation across the country. The province worked closely with key medical experts, researchers and sport leaders -- most notably the members of the Rowan's Law Advisory Committee -- in establishing this first-of-its-kind legislation.

Making amateur sport safer is part of Ontario's plan to create fairness and opportunity during this period of rapid economic change. The plan includes a higher minimum wage and better working conditions, free tuition for hundreds of thousands of students, easier access to affordable child care, and free prescription drugs for everyone under 25 through the biggest expansion of medicare in a generation.

QUOTES

" With this legislation now in place, amateur athletes in Ontario – and the coaches and families that support them – will have the safe sport system that they want and deserve. Through increasing awareness, and changing conversations on the field, at school and in our homes, Ontario is creating a world class amateur sport system where athletes and Ontarians can participate safely."

- Daiene Vernile

Minister of Tourism, Culture and Sport

" I want to express my gratitude to the legislature for establishing Rowan's Law. Rowan's Law is the direct result of recommendations of the Rowan's Law Advisory Committee, who contributed their time, expertise and passion to develop thoughtful solutions to a significant health concern that has been unaddressed for far too long. I believe that Rowan's Law will become the "gold standard" for concussion legislation in Canada, because of the incredible work of the members of the Rowan's Law Advisory Committee. I look forward to seeing Rowan's Law implemented in the months to come, as well as the other key recommendations of the Advisory Committee. In the memory of our daughter Rowan, I thank all who were involved in bringing us to this day, and to those who will continue the important work of promoting concussion awareness."

- Gordon Stringer

Rowan's father

" This important legislation will create a safer environment for young athletes to participate in the sports of their choosing. Now, athletes and their coaches and families are going to benefit from increased awareness and knowledge of how to immediately assess and manage any form of head injury during a sports game. This will keep our young athletes healthy and beneficially engaged in sports."

- Helena Jaczek

Minister of Health and Long Term Care

" I applaud the passing of this legislation. The safety of our students is one of our top priorities. This important legislation will provide the necessary supports for our students and the entire school community."

- Indira Naidoo-Harris

Minister of Education

" As Chair of the Rowan's Law Committee, and on behalf of its members, we are so pleased that Ontario not only has demonstrated its commitment to protecting our young people playing sport, but also set a new standard for concussion prevention and management for Canada. I believe that Rowan's Law will change the culture of amateur sport, where everyone can participate safely and speak up if they or a teammate might have a concussion."

- Dr. Dan Cass

Chair, Rowan's Law Advisory Committee, Executive Vice President, Programs and Chief Medical Executive, Sunnybrook Health Sciences Centre

QUICK FACTS

- The legislation is part of the government's response to the Rowan's Law Advisory Committee report for the prevention and management of concussions in amateur sport released in September 2017. Chaired by Dr. Dan Cass, the Rowan's Law Advisory Committee was established to review the coroner's inquest recommendations made following the death of Rowan Stringer.
- In Ontario, 22 per cent of students reported being knocked out or admitted to hospital due to a head injury in their lifetime. In Canada, among children and youth who visit an emergency department for a sports-related head injury, 39 per cent were diagnosed with concussions, while a further 24 per cent were possible concussions.
- Ontario's current work to increase awareness about concussions includes a [web portal](#) with information and resources on concussions, and a [Sport Recognition Policy](#) that requires all recognized provincial and multi-sport organizations to have policies on concussion management and return-to-play.
- In 2014, the Ministry of Education issued a [policy/program memorandum](#) requiring all school boards to develop and maintain a policy on concussions.

LEARN MORE

- [Report of the Rowan's Law Advisory Committee](#)
- [Concussions](#)

Ben Ellis Minister's Office
416-314-4266
Denelle Balfour Communications Branch
416-326-1724

[Available Online](#)
[Disponible en Français](#)



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Patrick Daly, *President*
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March 14, 2018

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: **Indigenous Education Advisory Councils - Guiding Principles Survey**

Further to the memorandum we sent you on March 8, the Indigenous Education Advisory Working Group is seeking input on the core principles that will guide the development of Indigenous Education Advisory Councils.

In order to support our work on the Working Group, OCSTA is requesting boards provide input into the wording of the core principles.

Examples of principle statements:

- *The cognitive, emotional, social, physical and spiritual well-being of Indigenous students should be at the centre of the Councils' work.*
- *The Councils should operate as a link between Indigenous community members, First Nations, Métis, Inuit and other organizations and a local district school board.*

I would like to recognize and thank our representatives, Phyllis Eikre, Director of Education, Kenora Catholic District School Board, Kathy Furlong, Superintendent of Education, London District Catholic School Board and Steve Andrews for their important service representing us on the Advisory Group.

Please provide any suggestions relating to core principles to Steve Andrews at sandrews@ocsta.on.ca by **April 6, 2018**.

If you have any questions, please do not hesitate to contact me or Steve Andrews.

Members' Centre



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OCSTA NEWSWIRE – MARCH 14, 2018

Posted by Editor | Mar 14, 2018 | OCSTA

Newswire | 0 | ★★★★★

OCSTA 2018 AGM AND CONFERENCE:



88th Annual General Meeting & Conference
April 26 - 28, 2018

OCSTA's 88th Annual General Meeting and Conference will be hosted by the Waterloo CDSB at the Crowne Plaza Hotel in Kitchener, April 26- 28, 2018.

This year's conference theme is Stewards of the Promise and the program has been designed to offer trustees an opportunity to explore the unique calling and important

CATHOLIC
EDUCATIO
N WEEK



SPEAK UP
FOR
CATHOLIC
EDUCATIO
N

Together
in Faith

CATHOLIC
SCHOOL
BOARD
DIRECTOR
Y



role of Ontario's Catholic trustees at this time in our history.

Program Highlights:

- ***Stewards of the Promise – The Role of Catholic Trustees Today***, presented by Rev. John Comiskey, Moderator of the Curia for the Diocese of London and author of *My Heart's Best Wishes for You: A Biography of Archbishop John Walsh*
- ***Stewardship***, Marc Kielburger, Co-founder, WE Movement
- ***An Address to Ontario's Catholic School Trustees***, Minister of Education, The Hon. Indira Naidoo-Harris
- ***Demographic Trends Affecting Education in Ontario***, presented by Jack Ammendolia, Director, Watson and Associates
- His Eminence Thomas Cardinal Collins, Celebrant for the annual Conference Mass on April 27

To view this year's full program please click [here](#).

EARLY BIRD REGISTRATION DEADLINE

Early Bird Registration deadline for the 2018 OCSTA AGM & Conference, is Friday, March 16, 2018. After this date the registration fee will increase. To register now click [here](#).



CONFERENCE SPOUSAL PROGRAM

This is also the deadline for confirmation of participation and payment for the Spousal Program which includes a

trip to St. Jacobs Farmers' Market and the surrounding village. Learn more about the OCSTA [Conference Spousal Program](#).

CALL FOR NOMINATIONS

The OCSTA 2018 elections will be held as part of the Annual General Meeting on Friday, April 27.

Nominations are open for the following positions:

- OCSTA President
- OCSTA Vice President
- OCSTA Representative to the CCSTA Board of Directors

Download [nomination forms](#) for any of the positions listed above.

Additional forms may be reproduced locally as required.

The deadline date for nominations is 9:00 a.m. (EST) on April 6, 2018.

A list of all nominations received in the OCSTA office by April 6, 2018 will be distributed to all member boards no later than April 9, 2018.

If however, no nominations for the positions of OCSTA President, Vice President and OCSTA Representative to the CCSTA Board of Directors are received at the Corporation Head Office within the time so limited, nominations shall remain open until but not later than two hours and fifteen minutes prior to the time fixed in



the Notice of Meeting for the call to order of the first business session at the Annual Meeting.

OCSTA Board of Directors – Roles and Responsibilities

The Board of Directors is the major decision-making body of the Association. This group manages the affairs of the Associations and consists of:

- 3 Table Officers: President, Vice President, Past President
- 15 Regional Directors
- Executive Director
- Chaplain
- ACBO Liaison to OCSTA

The Board of Directors

- Serves as the principal source of policy and political direction for the Association between Annual General Meetings.
- Approves amendments to the Constitution and By-Law which are then taken to the membership for approval at an AGM.
- Approves the annual Association budget and establishes membership and service fees.
- Selects OCSTA award recipients.
- Establishes ad-hoc work groups, as required.
- Other responsibilities as adopted by the Board of Directors.



Board of Directors' Meetings

- 6 times per year (September, December, February, April (2), and June.
- May be called by the President at others times.
- Shall be convened by the Executive Director upon direction in writing of five Directors.

Committee Meetings

- There are currently 5 Standing Committees.
- OCSTA Regional Directors are required to sit on 2 of these committees.
- Committees meet approximately 3-6 times per year.
- Ad Hoc Committees may be established, as needed.

2018 OCSTA/OCSBOA BUSINESS SEMINAR

This year's OCSTA/OCSBOA Business Seminar will be held April 26, from 10:30 a.m. to 3:15 p.m. at the Crowne Plaza Hotel in Kitchener (immediately prior to the launch of the OCSTA AGM and Conference later that evening).

To view the program and register online please click [here](#).

For more information, please contact Connie Araujo-De Melo at cdemelo@ocsta.on.ca.



SUMMIT ON CHILDREN AND YOUTH MENTAL HEALTH

April 12 – 13, 2018

Beanfield Centre
CNE Grounds
105 Princes' Boulevard
Toronto

OCSTA is pleased to be one of the partners sponsoring this annual event that unites the voices of educators, professional student services personnel, mental health and health professionals, children service agencies, children service advocates, families and students.

Included in this year's program will be presentations by representatives from Catholic District Boards. Those participating Catholic school boards include: Niagara, Peterborough Victoria Northumberland and Clarington, Hamilton-Wentworth and Bruce-Grey Catholic District School Boards.

To view the program click [here](#).

To register online click [here](#).

OCSTA will be hosting an exhibit booth at this event. For more information please contact Sharon McMillan – smcmillan@ocsta.on.ca.

OTHER NEWS FROM OUR CATHOLIC EDUCATION PARTNERS



A new Video from **His Grace, Cardinal Thomas Collins**

Pastoral Letter on "Name of Jesus"



Cardinal Thomas Collins of Toronto speaks about the importance and significance of Jesus and His Most Holy Name. To read a full copy of the Cardinal's letter, click [here](#)

For children...**The Catholic Register** newspaper is currently sponsoring their annual [Easter Drawing Contest](#) ...

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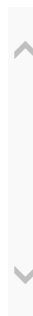
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[2018 Summit on Children &
Youth Mental Health
Program](#)

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Alice Figueiredo

To: Loretta Notten
Subject: RE: OCSTA: Interim Nominations Report - March 19, 2018

From: Jane Ponte [<mailto:JPonte@ocsta.on.ca>]
Sent: Monday, March 19, 2018 2:15 PM
To: Jane Ponte <JPonte@ocsta.on.ca>
Subject: OCSTA: Interim Nominations Report - March 19, 2018

TO: Trustees & Directors of Education
CC: Board Secretaries, OCSTA Staff
FROM: Nick Milanetti, Executive Director

The following nominations, duly Moved and Seconded, have been received.

President Beverley Eckensweiler, Bruce-Grey CDSB
Vice-President Michelle Griepsma, Peterborough Victoria Northumberland & Clarington CDSB
CCSTA Representative *To date no nominations have been received for this position.*

The deadline for receipt of nominations in the OCSTA Office is **9am on Friday, April 6th, 2018**.
A list of nominations received by the deadline will be circulated to all member boards on April 9, 2018.
If no nominations are received for any one of the above positions by the deadline, nominations for that position will remain open until 6:30 a.m. on Friday, April 27th.
If a regional director vacancy occurs as a result of the elections, a by-election to fill the position will be held soon after the AGM.

Jane Ponte | Executive Assistant | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Ave W, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 223

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Patrick Daly, *President*
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March 20, 2108

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: **Speech from the Throne – March 19, 2018**

As you are aware, the Lieutenant Governor General delivered the government's Speech from the Throne on Monday, March 19, 2018. Steve Andrews and I were in attendance at the event where the government outlined its' key initiatives for the immediate legislative session prior to the June 7 general election.

We have attached the complete speech for your reference.

If you have any questions, please do not hesitate to contact me or Stephen Andrews at sandrews@ocsta.on.ca.

Attachment



SPEECH FROM THE THRONE
GOVERNMENT OF ONTARIO

**A TIME
FOR CARE AND
OPPORTUNITY**

Monday, March 19, 2018

ADDRESS OF
The Honourable Elizabeth Dowdeswell
Lieutenant Governor of Ontario



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

Mr. Speaker, Honourable Members, ladies and gentlemen, people of Ontario:

As the representative of Her Majesty the Queen, it is my honour to open the third Session of the 41st Parliament by delivering the Speech from the Throne.

I begin by acknowledging that we are gathered on the traditional territory of many Indigenous peoples, whose history on this land dates back millennia. We are filled with respect for how, with their partnership, Ontario and all of its prosperity was built. We also recognize that for generations, this wealth was not shared. Indigenous peoples have suffered under the harsh legacy of colonialism. We honour the role Indigenous peoples will continue to play as we push ahead to build and rebuild those partnerships here in Ontario.

Ontario's Greatest Strength

Ontario's story is the story of its people.

From the Indigenous peoples who were the first to live on this land;

To the descendants of the French and British settlers who sought new horizons;

And the generations of newcomers who worked their way here from around the world, seeking acceptance and opportunity;

Ontario's people are its greatest strength.

They always have been.

It is their talent and skills, their foresight and compassion, that have built this province into the place we are proud to call home.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

Inspired by our past, we continue to aim higher.

Joining together, we are compelled to do more.

We see this spirit, this impulse to care for each other, alive in our communities every day.

We see it in the way people responded to the recent unprecedented flooding in Ottawa, and then again in Brantford and southwestern Ontario, filling sandbags to protect their neighbours' homes.

We see it in the way people volunteered at the Invictus Games last fall, coming out in large numbers to support the recovery of wounded warriors from Ontario, Canada, and around the world through spirited competition.

And we see it in the way we have welcomed more than 22,000 Syrian refugees to communities in every corner of the province. From Windsor to Thunder Bay to Cornwall, we are supporting them as they start over in a new country, at new jobs and in new schools.

Time and time again, we come together.

We care for our families, our neighbours and our province.

We see the big picture.

When Ontario became a member of the Organisation internationale de la Francophonie, we committed to help advance education, gender equity and sustainable development across the French-speaking world.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

Ontario is a special place, but there is no denying our province also faces challenges.

Even with a relatively strong and growing economy; even with unemployment at its lowest point in nearly two decades; and even with high school graduation rates at their highest ever...

For many of our friends and neighbours, life is getting harder.

Our world is changing in ways we've never seen before and at speeds that make it feel hard to keep up.

The cost of living is rising, and at the same time, stable, long-term jobs — jobs that pay a decent wage — are proving harder to find.

Part-time and precarious work is becoming more common...

And as these pressures mount, they bear down on families where it matters most.

People are struggling to take care of themselves, and their loved ones.

A Time for Care

Government hears from people every day who are carrying a great burden.

They share their stories in phone calls and letters and in person at town halls.

Today's changing economy and tomorrow's uncertainty are hard realities that affect their lives and their dreams.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

In Peterborough, a man who has been a minimum wage earner for much of his life now, wrote to say that he doesn't want anyone else to have to choose between paying a bill and buying groceries, or to experience the feeling of inward shame and failure for having to use a food bank.

A mother who lives in Thunder Bay, where she works as a teacher, spoke about her eldest daughter, who has complex special needs. Their family is calling on government to improve access to children's services, so their daughter can continue to live close to home.

A man in Toronto explained how his family is relying on his wife's income as a personal support worker, because he is also acting as a full-time caregiver to his mother at home — she has late-stage Alzheimer's. And they need support.

These are familiar stories.

They are the realities that so many people are facing.

And so, as places around the world consider how to handle these same new realities, Ontario's answer is clear.

We are doing more.

We are not pulling back.

We are taking bold steps, guided by a commitment to care.

That is our responsibility.



The Foundations of Care

Care is all around us. In the way a father walks his child to school. In the way a daughter holds her mother's hand in the doctor's office. In the way a teacher sings the alphabet. In the way a nurse shows compassion for a fearful patient. Care is who we are, and it is what we do.

When government uses its resources to support caregivers and make it easier for people to care for themselves and each other, it provides for everyone what individuals would struggle to do alone: provide the best care for our children, the best care for our seniors, and the best care for the people we know who are struggling with mental and physical illness.

We all know someone who is in need of better care.

We know the stress and anxiety it causes that person, and their family.

Government stands behind them.

We do not accept that people should fend for themselves, and see if they can make it on their own.

That would not be fair, not when there are things we can do to support each other.

As the changing economy widens the gaps in our society, your government has a plan for care and opportunity.

And it builds on a solid foundation that has already been laid.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

When you elected your government four years ago, you gave it a mandate to improve people's retirement security, so that they could rely on a predictable source of income after a lifetime of hard work.

Your government fought for Ontario's hard-working men and women, leading the way for an enhanced Canada Pension Plan.

The improved CPP will pay out more in benefits to millions of retirees across the country, providing that extra level of security and support for workers.

As well, for too long, professionally trained caregivers in Ontario were undervalued.

These kind, compassionate and skilled individuals devote their whole lives to caring for others.

To them, providing care is more than a job. It is a calling.

Personal support workers and early childhood educators are the people who provide essential care for our growing children and our aging parents.

They are mostly women, many are new to Canada, and the care they provide is essential.

Your government raised their wages.

These targeted solutions are making a meaningful difference in a changing world.

But that was only the beginning.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

Since the last Session of this Parliament began, more people are getting the support they need to care for their families.

It begins at birth.

No child should have to go without the medicine they need. Now they don't have to.

As of January 1st in Ontario, prescription drugs are absolutely free for every person under the age of 25.

Already, with OHIP+, more than one million young people in Ontario have had their medical prescriptions filled at no cost to their families.

For those young families with children, access to child care is also critically important.

For mothers in particular, it means they can go back to work when they choose.

Earlier this month, when we celebrated International Women's Day, we were reminded again that there is a long way to go to achieve gender equity.

Only when we eliminate those barriers to child care will we get there.

Thus far, your government has taken its first steps to make child care more accessible.

The waitlist fees for child care have been eliminated, and a plan to help 100,000 more families access spots in child care is well underway.

Subsidies are available for 60 per cent of all those new spaces, because they need to be an affordable choice for families.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

When children in Ontario turn four, they now have access to full-day kindergarten, which provides early, high-quality education to four and five-year-olds and huge savings for their families — giving them a great start.

But as Ontario's youngest and brightest grew up, too many of them were hitting a wall after graduation, unable to pursue their dreams because the cost of postsecondary school was out of reach.

Ontario's education system is among the best in the world.

We are already home to 44 publicly funded colleges and universities.

And we are moving ahead with creating the first French-language university in Ontario.

It wasn't fair that students were struggling to afford this higher education.

Beginning this school year, college and university tuition is free for hundreds of thousands of students who were struggling to pay for it.

Students from families who earn up to \$90,000 are eligible for free tuition. Students from families who earn more than \$90,000 may also receive free tuition depending on their circumstances. Those from families who make up to \$175,000 are also eligible for generous aid.

Today, more than 225,000 future graduates are working towards their degrees and diplomas without worrying about the cost of tuition — including almost 13,500 single moms.

The number of Indigenous students receiving OSAP has increased by 34 per cent.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

In Ontario's workforce, 1.1 million men and women are earning minimum wage.

Until recently, that meant \$11.40 an hour. It wasn't enough. It wasn't providing families with the support they needed to care for each other.

Your government boosted the minimum wage to \$14 an hour.

Next January, it increases again to \$15 an hour.

This is a long-awaited raise for those 1.1 million people, and it will ensure a safer, brighter future for their families.

Finally, seniors built this province into what it is today. They deserve the best care possible so they can live at home or in their community for as long as possible.

Your government has committed to building 5,000 new beds over the next four years as part of a 10-year plan to create more than 30,000 new beds in the long-term care sector.

A portion of these new beds will serve specific cultural needs, including Indigenous populations.

By 2022, residents in long-term care homes will also have access to 15 million more hours of care from nurses, personal support workers, and therapeutic care workers every year.

This will help to ensure seniors have the care they need, and their loved ones have peace of mind.

These investments will have ongoing benefits.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

They are making a difference not just now, but for years and decades to come.

The same is true of the government's actions on climate change.

These are fights that our children and grandchildren can't afford for us to lose.

Ontario eliminated coal-fired power, making our air cleaner and lowering our rates of childhood asthma.

But you cannot be serious about lowering emissions and fighting climate change without a price on carbon pollution.

We joined with Quebec and California in North America's largest carbon market, because this system helps us achieve our ambitious climate change goals, at the lowest cost to people and to businesses.

And every dollar raised goes to making our province more green with public transit and bike lanes, and helping families and businesses to lower their energy bills and become more energy efficient.

Already, Ontario's carbon market is funding energy-saving renovations at 98 hospitals, as well as at many college and university campuses, schools and in social housing units across Ontario.

As pollution has fallen in Ontario, our economy has grown.

Taken together, all of these actions have helped to lay a solid foundation of care and opportunity in Ontario.

However, your government recognizes it is still not enough.



The Courage to Care

The pressures Ontario families are facing are varied, and they are mounting.

This is having a real impact on their lives and on their ability to care for loved ones.

Government cannot turn its back.

There is so much more to do.

That is why, after delivering a balanced Budget this year, your government has made a deliberate choice to make more investments in the care and the services that the people of this province rely on.

As a result, the 2018 Budget will show a modest deficit next year of less than one per cent of our GDP, and outline a path back to a balanced budget.

Families today are struggling, and by doing more to help them with the costs of care, government can relieve some of the pressure and worry they are feeling.

It is the right thing to do in support of a fairer way forward.

Investments in care and opportunity will better enable people to care for their loved ones, and to get ahead in all aspects of their lives.

When we care for each other, we can change lives.

So government is doing what it can, by investing in the people who make our province strong.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

In the 2018 Budget, you will see major investments in the services you need: health care, home care, mental health and addictions, and child care.

First, your government will make significant investments in the operation of our hospitals.

This will reduce the wait times people experience when they need care.

There will be major investments in home care, to provide more services for people aging at home and provide financial relief for families caring for aging loved ones.

The next Budget will also prioritize the growing need for mental health and addictions care in Ontario...

Expanding access to mental health care and helping to ensure people can get the support they need in our schools and our communities.

The cost of child care, which has long been a stumbling block for growing families, will also be addressed in the Budget.

At the same time, government programs that are already making it easier for you to care for your loved ones, and help them to succeed, will be expanded.

OHIP+, the pharmacare program that is providing free medications for children and youth, will be expanded to include other parts of the population.

More people without a drug or dental benefits plan will have access to more affordable prescription drugs and dental care.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

And the free tuition program that is already making postsecondary school more affordable for those from modest backgrounds will grow.

More students will be able to attend college and university, tuition-free.

Middle-class families will not have to shoulder onerous debt to give their children the opportunities every student in Ontario deserves.

Furthermore, investments will be made to train more apprentices, including in new, emerging fields.

Opportunities in Ontario will grow.

The burdens of poverty will ease.

Budget 2018 will lighten the load people are carrying today.

It will help to reduce the financial strain that is holding them back.

That healthier, more caring Ontario will be, without question, a stronger, more prosperous Ontario.

The Benefits of Putting Care First

Your government's plan for care and opportunity is the right way forward for Ontario's people, and Ontario's economy, because the well-being of both are intrinsically linked.

When more people have access to the prescription drugs and mental health supports they need to be well, they can fully participate in the community.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

When more sons and daughters who are caring for aging parents at home have professional support and financial relief, they can go to work every day, with more energy and confidence — and save for their own future.

When more parents have access to affordable child care, they can make the choice to return to work.

When more students can attain a higher education, they can push the boundaries of our knowledge and develop new ways of doing things in medicine, technology and construction.

Our potential in Ontario is boundless, but it is not assured.

Our potential must be supported and embraced.

With new investments in health care, home care, mental health and child care...in our young people's learning from preschool to postsecondary...more of that potential will be unlocked.

This is the age of hyper-globalization. Ontario has to fight for good jobs and growth.

It is a fight that hinges on Ontario's people being at their best.

People are, unquestionably, our number one resource.

They are the reason Ontario is punching above its weight in the economy of the future: artificial intelligence, clean tech, life sciences, and information and communications technologies.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

Our people are the innovators behind cutting-edge developments in agri-food and mining and forestry.

They are driving the future of manufacturing and they are leading the way in financial services.

Our people are the reason businesses look to Ontario when they are growing and expanding.

To that end, your government will continue to advocate for Ontario abroad — standing up for our businesses and workers, including our autoworkers, steelworkers and workers in agriculture as part of our U.S. engagement strategy, and partnering with businesses at home and overseas.

Recognizing that some parts of the province have particular struggles and challenges with achieving economic growth in this period of transition, the Budget will support regional investments and job funds.

Across Ontario, the government's record-breaking investments in our infrastructure will continue.

When we build new roads and bridges, new transit systems, new hospitals and schools, those projects generate benefits and opportunity for workers and the entire economy.

All of this together is how, even amid trade uncertainty and the disruptive nature of rapid technological change, Ontario's economy will continue to grow and prosper.

That economic growth is how, in turn, government will invest in care and create more opportunities.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

The 2018 Budget appreciates this full circle, and will leverage it.

With the results of these investments, the Budget will present a clear path to return to balance — without sacrificing the services that are the essential foundation of a fairer, better Ontario.

Building a Place of Fairness, Caring and Opportunity

Since your government was elected in 2014, Ontario's achievements have set us apart as a place of fairness, caring and opportunity.

Inspired by the people who every day are caring for their family, being active in their community and are building this province into the fair and prosperous place we call home, your government has chosen to do more.

With bold ideas and a balanced plan, Ontario has led the way forward in Canada.

An enhanced Canada Pension Plan, pharmacare for children and youth, free postsecondary tuition, fairness at work, and our joint carbon market are significant achievements.

They are opening new opportunities daily and providing much-needed security in a world of growing turmoil.

But in Ontario, we always aim higher.

With the 2018 Budget, Ontario will build on these investments in people and the care they need.

We will continue to lead the way on climate change.



A Time for Care and Opportunity
Speech from the Throne
41st Parliament of Ontario – March 19, 2018

We will not push the most pressing issue we face onto the next generation.

We will come together and we will do more for one another.

The challenges we face today may seem daunting, at times even insurmountable.

But if there is anywhere in the world that can figure out the best way to confront them, and emerge, fairer, stronger and more united, it is Ontario.

It is all of us here, all of us together.

Thank you. Merci. Meegwetch.



Ontario Catholic School
Trustees' Association

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Patrick Daly, *President*
Beverley Eckensweiler, *Vice President*
Nick Milanetti, *Executive Director*

March 21, 2018

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Patrick J. Daly, President

SUBJECT: New Investments in Mental Health Care

Summary

On March 21, 2018 the Premier of Ontario announced a new, four year \$2.1 billion investment in mental health care. The investment is intended to reform the mental health care system in the province to ensure timely access and a more integrated form of care for individuals with mental health and addictions issues.

In terms of this initiative's impact on school boards, background documents indicate that "every secondary school in Ontario will have access to an additional mental health worker, with about 400 new positions being added within two years". For your reference, we have attached the government's media release that outlines further details to the investment strategy, as well as a copy of OCSTA's News Release.

OCSTA Policy Recommendations

This announcement reflects a key policy and funding recommendation of OCSTA, recently reflected in our Pre-Budget submission for 2018 that the government expand funding for student mental health needs while ensuring equitable and sustainable access for all students. In addition, we would also commend OSTA-AECO for highlighting the mental health issues facing students in their recent platform document.

Next Steps

The Ministry of Education will be making further announcements in the coming weeks on how this \$2.1 billion investment will impact school boards. OCSTA will continue to monitor this issue and provide summary information as required.

If you have any questions, please do not hesitate to contact me, or Stephen Andrews at sandrews@ocsta.on.ca.

Attachments



Ontario Catholic School
Trustees' Association

NEWS RELEASE

The Ontario Catholic School Trustees' Association Welcomes Investment in Youth Mental Health

FOR IMMEDIATE RELEASE

Toronto – March 21, 2018 – The Ontario Catholic School Trustees' Association commends and applauds the provincial government's investment of an additional \$2.1 billion into services and strategies to address mental health needs and addiction in Ontario. The Association is particularly pleased to see the increase of \$570 million in funding for mental health programs and services targeting youth.

"The vision of student well-being in Catholic schools is a holistic one that focuses on nurturing the cognitive, social, physical and spiritual well-being of a child. Today's announcement complements this vision of care for the "whole child" and will serve to reinforce and better target the delivery of services and support for students throughout Ontario's education system," said OCSTA President, Patrick Daly.

Referenced in OCSTA's recent Pre-budget Consultation brief to the government, are statistics from the Centre for Addiction and Mental Health showing that roughly 320,000 children in grades 7-12 report moderate to serious psychological distress (2016). Mental health issues affect not only a significant segment of our youth population in Ontario but have a disproportionate impact on different areas of the province.

"The announced provision of a mental health worker for every secondary school in Ontario and an increase in community-based counselling and therapy for youth is a welcome response to the youth mental health issues raised in our brief," said Mr. Daly.

OCSTA welcomes the opportunity to collaborate with the Ontario government and our provincial education partners to support mental health initiatives that will have a positive impact on the well-being and development of Ontario's students.

The Ontario Catholic School Trustees' Association (OCSTA) is the provincial voice for publicly funded Catholic education in the province. OCSTA represents Catholic school boards that collectively educate approximately 550,000 students in Ontario, from Kindergarten to Grade 12.

For more information, please contact:

Sharon McMillan, Director of Communications

Tel: 416-932-9460, ext. 232 – smcmillan@ocsta.on.ca

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*News Release***Ontario Making Historic Investment in Mental Health Care**

March 21, 2018

Largest Single Investment in Canadian History will Improve Access to Services for Mental Health and Addictions

Ontario is making an unprecedented investment in mental health and addictions that will improve care for the one in three people in Ontario who experience mental health or addictions challenges in their lifetime.

Today, Premier Kathleen Wynne visited the Centre for Addiction and Mental Health in Toronto to announce the biggest provincial investment in Canadian history in mental health and addictions services -- a four-year investment of \$2.1 billion that will reframe the system to deliver more accessible and better integrated care.

The investment will make it easier to access services through a local school, family doctor's office or community-based organization. This will mean:

- In 2018-19, more than 12,000 more young people will be able to access community-based services such as therapy and counselling, a number that will grow to about 46,000 by 2021-22
- Every secondary school in Ontario will have access to an additional mental health worker, with about 400 new positions being added within two years
- The province will create at least 15 additional youth wellness hubs over four years to improve access to services, fill critical service gaps for youth aged 12 to 25 and improve transitions to adult services
- Up to 350,000 more people with mild to moderate anxiety or depression across the province will have access to publicly funded structured psychotherapy, including cognitive behavioural therapy, closer to home in settings like their doctor's offices or a community organization
- The province will create 2,475 more supportive housing units over four years for those who require care in safe, affordable and appropriate housing

- Access to withdrawal management and residential and community treatment services for young people and adults living with addictions in Ontario will be expanded, including services in every community and support for more programs and services that are culturally appropriate
- The province will invest an additional \$570 million over the next four years so that young people can access the supports they need.

These historic investments will help reduce wait lists and make it easier for people to access the care they need when they need it. By 2021, people will also be able to quickly get a mental health and addictions screening, crisis counselling and referral services through whichever method they choose through a new help line -- online, by text or on the phone.

This historic investment in mental health and addictions care is part of the government's plan to support care, create opportunity and make life more affordable during this period of rapid economic change. The plan includes a higher minimum wage and better working conditions, free tuition for hundreds of thousands of students, easier access to affordable child care, and free prescription drugs for everyone under 25, and 65 or over, through the biggest expansion of medicare in a generation.

QUICK FACTS

- Ontario is committing an additional \$2.1 billion to mental health and addictions care over the next four years. Ontario has also increased annual operational funding for mental health and addictions care to \$3.8 billion. This brings the total investment in mental health and addictions services in Ontario to more than \$17 billion over four years.
- Nearly one in three people in Ontario will experience a mental health or addictions issue in their lifetime.
- A provincial help line will launch in 2021 and be available 24/7 — online, by text or by phone. It will offer same-day mental health and addictions screening and referrals to appropriate services, as well as immediate crisis counselling.
- Ontario will also invest in more services to help people avoid incarceration or becoming a repeat offender, including integrated programs for shelter-hostel outreach and funding for Mobile Crisis Rapid Response, which offer safe beds for people in crisis and teams with a police officer and mental health worker who respond together to calls involving mental health crises.

- Ontario intends to appoint a Special Advisor to provide recommendations on a proposed structure for a governance model for Ontario's improved mental health and addictions system.
- In 2017, Ontario announced it was investing more than \$222 million over the next three years to combat the opioid crisis, including expanding harm reduction services, hiring more front-line staff and improving access to addictions supports.
- The province's 10-year funding agreement with the federal government will help support these investments.

BACKGROUND INFORMATION

- [Ontario Making Historic Investment in Mental Health and Addictions Care for Every Stage of Life](#)

ADDITIONAL RESOURCES

- [Read the Final Report of Ontario's Mental Health and Addictions Leadership Advisory Council](#)
- [Find help for people experiencing problems with alcohol, drugs, mental health or gambling](#)
- [Patients First: Action Plan for Health Care](#)
- [Helping More Children and Youth Access Mental Health Services](#)

QUOTES

"We know there can be no health without mental health. No one in Ontario should struggle to access mental health or addictions care for themselves or their loved ones. We are making a deliberate choice with this historic investment to shorten wait times and improve access to vital mental health and addictions care. We are working to ensure that whatever your age and wherever you live in our province, you'll have fast and easy access to care that's right for you."

— *Kathleen Wynne, Premier of Ontario*

"Our government's historic investment in mental health and addictions takes a comprehensive approach, ensuring Ontarians are supported across their lifespan, no matter what their needs may be. This investment and clear strategy demonstrates our government's commitment to the mental wellness of Ontarians, recognizing that physical and mental wellness must go hand-in-hand for Ontarians to live their best lives."

— *Dr. Helena Jaczek, Minister of Health and Long-Term Care*

"It is so important to make sure children and youth have access to quality mental health supports. These investments will provide more young people with the care they need when they need it and strengthen mental health supports across Ontario. This funding will have an immediate impact on young people's lives, and will set the stage for important and necessary long-term changes."

— *Michael Coteau, Minister of Children and Youth Services*

"We know many young people in Ontario are facing serious mental health challenges in their daily lives. We must equip educators and students with the tools and resources they need to identify, recognize and access support for potential mental health and addictions issues so our young people can lead happy, healthy lives. This investment ensures that all students have access to the supports they need to succeed both inside and outside the classroom."

— *Indira Naidoo-Harris, Minister of Education and Minister Responsible for Early Years and Child Care*

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Patrick Daly, *President*
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Nick Milanetti, *Executive Director*

February 23, 2018

TO: Chairpersons & Directors of Education
Christian Service Activity Coordinators/Catholic Education Week Administrators

CC: Student Trustees

FROM: Patrick J. Daly, President

SUBJECT: Catholic Education Week Christian Service Activity

We are pleased to share with you, additional information regarding the Christian Service Activity being planned by the student trustee leadership as part of the 2018 Catholic Youth Day program. Catholic Youth Day is scheduled for May 8 and the Catholic Board Council Student trustee leaders, Ben Smith and Christina Atrach, have worked diligently to plan a Christian service experience for students that addresses the need both in our own country and internationally for improved access to clean water.

Christian Service Activity

The focus of this province-wide initiative is to raise funds and generate support for clean water projects at the local or international level. A **“WE Walk for Water” Event Toolkit** has been created which provides information on the planning of a 5 KM walk to raise funds for initiatives that can provide sustainable means to access clean water. This toolkit is enclosed along with a helpful “Frequently Asked Questions” document and other informational resources.

While **April 27th** is the suggested date for the 5 KM walk, boards may plan the event for any date prior to the May 8 Catholic Youth Day event.

In support of this initiative please see attached letters and resources from:

- His Eminence, Thomas Cardinal Collins – Archbishop of Toronto
- Marc Kielburger, LLB - Co-Founder WE
- The Catholic Board Council Student Trustee Executive
- The Canadian Catholic Organization for Development and Peace

1/2

Catholic Youth Day – May 8

The Catholic Youth Day event will take place on May 8th at the WE Global Learning Centre in Toronto. This meeting facility can accommodate 200 guests and all boards are invited to send up to 9 students and 1 supervisor to participate in this celebration of Catholic Youth Day. Given that participation at this event may not be feasible for all boards, there may be an opportunity for some boards to send more than 9 students.

Catholic Youth Day in Toronto will begin with a celebration of the Eucharist at 9:30 a.m. on May 8th at St. Paul's Basilica (83 Power St.). Our celebrant will be His Excellency Bishop G. Bergie. After Mass students and other guests will be guided on a short 5-minute walk to the WE Global Learning Centre (339 Queen St. E.). The program for the day will include presentations by individuals representing Catholic Education leadership in Ontario as well as those from the Canadian Catholic Organization for Development and Peace and the WE organization. A detailed program will be provided in the coming weeks.

Boards will be responsible for providing transportation for students to attend this event in Toronto.

Selecting Students for the Catholic Youth Day Event in Toronto

All boards are invited to select 9 student leaders (e.g., student senate members, student trustees) and 1 supervisor as delegates for this event. Please use the attached form to respond no later than April 2. After that date, any left-over seating will be made available to boards wishing to send more than 10 delegates.

Please complete and return the attached form to Ashlee Cabral (acabral@ocsta.on.ca) by April 2, 2018 in order to provide OCSTA with the number of students who will be attending from your board, and details on the Christian Service Activity that your board will be launching as part of this Catholic Youth Day celebration.

We greatly appreciate the support of all boards for this student-led initiative that is so firmly rooted in our values and the mission of Catholic education.

7 Attachments (Pages 1-47)

- *WE Toolkit (1-28)*
- *FAQ (29-32)*
- *Letter from His Eminence, Thomas Cardinal Collins (33)*
- *Letter from Marc Kielburger, Co-Founder WE (34)*
- *Letter from Catholic Board Council Student Trustee Executive (35-37)*
- *Resources from CCODP (38-47)*
- *Response Form (separate page)*

Number: II 013
Subject: Cost of Governance

Approval Date: September 2, 2009
Effective Date: September 2, 2009
Revised: September 7, 2010, November 26, 2012, September 29, 2014

Policy Statement:

Because poor governance costs more than learning to govern well, the board will invest in its governance capacity.

Accordingly:

1. Board skills, methods, and supports will be sufficient to assure governing with excellence.
 - a. Training and retraining will be used liberally to orient new trustees and candidates for trustee, as well as maintain and increase existing trustee skills and understandings
 - b. Outside monitoring assistance will be arranged so that the board can exercise confident control over organizational performance. This includes, but is not limited to, fiscal audit.
 - c. Outreach mechanisms will be used as needed to ensure the board's ability to listen to owner viewpoints and values
2. Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior capability. The Board will develop its budget by May of each year to assure its inclusion in the overall budget and will include allowances for:
 - a. Training, including attendance at conferences and workshops
 - b. Audit and other third-party monitoring of organizational performance
 - c. Surveys, focus groups, opinion analyses, and meeting costs.
3. The Board will pay an honorarium to its trustees in accordance with the provisions in legislation. For the period December 1, 2014 to November 30, 2018, the honorarium will be \$9,781.11 per year composed of a base amount of \$5,900 and an enrolment amount of \$3,881.11.
 - a. In addition to the honorarium payable to a trustee, the Chair of the Board will receive an additional honorarium of \$5,000 per year, plus an additional enrolment amount of \$1 per year
 - b. In addition to the honorarium payable to a trustee, the Vice-Chair of the Board will receive an additional honorarium of \$2,500 per year, plus an additional enrolment amount of \$1 per year.
4. Student trustees shall be paid an honorarium of \$2,500 per year.
5. Trustees will be reimbursed for reasonable expenses incurred in the execution of their assigned duties, including all claims for mileage driven on board business. Mileage will be reimbursed at the standard rate established in Board administrative policy.

Number: II 014
Subject: Trustee Expenses

Approval Date: February 22, 1999
Effective Date: February 22, 1999
Revised: September 25, 2000; August 30, 2002; December 19, 2005; February 26, 2007; May 2008; September 29, 2008, November 30, 2009, January 30, 2017

Policy Statement:

The Waterloo Catholic District School Board is committed to an organizational culture that operates with integrity and promotes responsibility, excellence and accountability with respect to decisions and practices. The Board recognizes the need to reimburse Trustees for expenses reasonably incurred in carrying out their role as Trustee. Therefore, it is a policy of the Waterloo Catholic District School Board that Trustees shall be reimbursed for travel and out-of-pocket expenses reasonably incurred in connection with carrying out the responsibilities of a Trustee.

References:

The Education Act and Regulations
The Income Tax Act.
Report of the Auditor, December 2005
MOE Trustee Expense Guideline, July 2009

COMMENTS AND GUIDELINES

Travel

1. The Board will reimburse automobile expenses at the current system rate for all travel incurred on behalf of the Board.
2. Trustees will be reimbursed for travel for business to/from their home.
3. Trustees will be reimbursed based on the standard travel distance, where applicable or for actual mileage travelled.

Convention and Conference Expenses

4. The Board will underwrite the expenses incurred by a Trustee in attendance at conventions, conferences etc. in the following manner:
 - a) When accommodation is required, the traveller should stay at a host hotel, in the case of a conference, at the lowest rate offered to attendees; otherwise standard hotel room accommodation will be reimbursed. Reasonable expenses eligible for reimbursement include telephone, internet, and

standard parking charges. Expenses of personal nature such as hotel movies, mini bars, and valet parking (when a self-serve option is available) are not eligible for reimbursement;

- b) Registration fees for conference – in most cases the registration fees will be paid directly by the administration office prior to the conference.
 - c) Travel expense is defined as the most practical mode of transportation to suit to the occasion at standard pricing. The reimbursable cost of air travel shall be up to Economy Air Fare or equivalent.
 - d) Expenses containing a personal component will not be reimbursed. If such expenses are charged to a Board purchasing card, the claimant will be required to reimburse the Board for these costs.
5. The Chair has the right to approve or disapprove attendance and number of persons at any conference, etc. to ensure the Board operates within budget allowances.

Meals

6. Meals will be reimbursed at actual cost up to a maximum of \$75.00 (CDN) per day including taxes, gratuities and other reasonable sundry expenses while at conferences, conventions, or other Board related business. The lesser of the actual cost or the maximum will be reimbursed. Gratuities will be capped at 15% and the employee will be responsible for anything above the maximum.
7. All meals must be accompanied by an original, separate, and itemized receipt including written on the back – the names of the people at the meal and the business reason for the meal (i.e. attending conference). Meals appearing on a Trustee's hotel bill must be accompanied by an itemized receipt.

Gifts and Donations

8. Gifts to any groups or individuals will not be reimbursed unless approved in advance by Board of Trustees.
9. Donations may be made on behalf of the Board of Trustees if approved by the Board in advance. Supporting a fundraiser or event for a specific political party is not eligible for reimbursement.

Advertising and Communications

10. Trustees will not be reimbursed for expenses related to political advocacy. Only Board approved advertising and communication will be reimbursed.

Office Supplies

11. The Board does not reimburse Trustees for home office equipment. The Board will reimburse Trustees for printer paper and toner. Any other purchases require special approval from the Board.
12. All items must be returned to the Board, and all expenses will cease to be covered upon the Trustee's end of term or date of resignation.

Alcohol

13. Alcohol will not be reimbursed under any circumstance. Alcoholic beverages appearing on meal receipts will not be reimbursed.

Other Considerations

14. The Board recognizes that certain expenses (such as those incurred for professional development and conferences) may create a financial burden for elected Trustees or Student Trustees. As such these costs will be expensed through the Chair of the Board of Trustees or the Executive Administrative Assistant of the Board of Trustees purchase card.

Other Expenses

15. Any other extraordinary or unusual expenses that a trustee feels should be paid by the Board must be submitted to the Chair of the Board with a written explanation and request for payment. The Chair of the Board may approve or disapprove of payment.
16. The Chair of the Board will be issued a Board Purchase Card with a limit of \$1,000. This is in recognition of the extraordinary expenses incurred in this role. The Purchase Card must be used for board expenses as noted above. When purchases made on the Purchasing Card are reconciled, the Chair must submit original receipts as per the normal Purchasing Card expenditure process as outlined in the Business Services Manual.

Approval of Expenses

17. An expense voucher may be submitted at the end of each month for payment but must be submitted at least quarterly listing dates, location and reasons for the claim.
18. All expense must be accompanied by original receipts and the original bill/invoice providing the details of the expense.
19. At year end, all expenses must be approved and submitted to accounting for reimbursement prior to the second Friday in September. Claims filed after that date will be denied.
20. All trustee expense claims must be approved by the Chair.
21. The expense claims of the Chair must be approved by the Superintendent of Business and Treasurer.
22. On an annual basis, the Internal Auditor will review and make available a summary report on all Trustees and their compliance with this policy.

Where an expense claim is denied

23. When a Trustee's expense claim has been denied, the Trustee will be informed of the reason in writing. If the Chair of the Board denies the claim, the Chair will inform the Trustee. If the Superintendent of Business and Treasurer denies the claim, the Superintendent of Business and Treasurer will inform the Trustee outlining the reason(s) for the denial.

If the Trustee disagrees with the denial, the Trustee may bring the matter to the next regular meeting of the Audit Committee for a recommendation. In making their decision, the Audit Committee will determine whether or not the denial is consistent with the terms of the Board Policy. If a satisfactory resolution is not reached then the affected party shall contest the decision during a public meeting of the Board of Trustees.

Number: III 005
Subject: Monitoring CEO Performance

Approval Date: April 28, 2008

Effective Date: April 28, 2008

Revised: June 24, 2013; December 12, 2016; March 27, 2017

Policy Statement:

Systematic and thorough monitoring of CEO job performance will be primarily against expected CEO job outputs; organizational accomplishment of board policies on Ends, as connected to the annual priorities identified and mapped to the Multi Year Strategic Plan, as well as organizational operation within the boundaries established in board policies on Executive Limitations.

Accordingly:

1. Monitoring is simply to determine the degree to which board policies are being met. Data which do not do this will not be considered to be monitoring data.
2. the Board will acquire monitoring data by one or more of three methods:
 - a) by internal report, in which the CEO discloses monitoring reports identified in Multi Year Strategic Plan compliance information to the board,
 - b) by external report, in which an external, disinterested third party selected by the board assesses compliance with board policies and
 - c) by direct board inspection, in which a designated member or members of the board assess compliance with the appropriate policy criteria.
3. In every case, the standard for compliance shall be the board assessing a reasonable interpretation in consultation with the CEO.
4. All policies which instruct the CEO will be monitored at a frequency and by a method chosen by the board. The board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule as defined in Appendix A.
5. Performance Appraisal Review will take place annually between the Board of Trustees and the CEO, using a mutually agreed upon process

Appendix A WCDSB Monitoring Schedule 2017

| | <u>Method</u> | <u>Frequency</u> | <u>Date</u> |
|---|----------------------|---|--------------------|
| <u>I AIMS/ENDS</u> | | | |
| • 001 AIMS/ENDS | | Annual | |
| <u>II GOVERNANCE PROCESS</u> | | | |
| • 001 General Governance Commitment | Direct Inspect | Annual Review – approval only for changes | June |
| • 002 Governing Style | Direct Inspect | Annual | September |
| • 003 Board Job Description | Direct Inspect | Annual | October |
| • 004 Advocacy and Advertising | Direct Inspect | Annual | November |
| • 005 Consultation | Direct Inspect | Annual | December |
| • 006 Celebration of Excellence | Direct Inspect | Annual | January |
| • 007 Board Members' Code of Conduct | Direct Inspect | Annual | February |
| • 008 Chairperson's Role | Direct Inspect | Annual | March |
| • 009 Board Committee Principles | Direct Inspect | Annual | June |
| • 010 Board Committee Structure | Direct Inspect | Annual | June |
| • 011 Student Representation on the Board | Direct Inspect | Annual | May |
| • 012 Student Trustee Role Description | Direct Inspect | Annual | May |
| • 013 Cost of Governance | Direct Inspect | Annual | March |
| • 014 Trustee Expenses | Direct Inspect | Annual | March |
| • 015 Ownership Linkage | Direct Inspect | Annual | April |
| <u>III BOARD-DIRECTOR RELATIONSHIP</u> | | | |
| • 001 Global Governance-Management Connection | Direct Inspect | Annual Review – approval only for changes | May |
| • 002 Unity of Control | Direct Inspect | Annual | January |
| • 003 Accountability of the CEO | Direct Inspect | Annual | February |
| • 004 Delegation to the CEO | Direct Inspect | Annual | February |
| • 005 Monitoring CEO Performance | Direct Inspect | Annual | March |

| | | | |
|-----------------------------------|-------------------|--------|-----------|
| • 006 CEO Compensation & Benefits | Direct Inspect | Annual | September |
|-----------------------------------|-------------------|--------|-----------|

| <u>IV EXECUTIVE LIMITATIONS</u> | | | | Partially Compliant | Fully Compliant |
|--|----------------------|---------------------|---------------------------|--------------------------|--------------------------|
| • 001 General Executive Limitations | Internal | Annual Review | May/June | <input type="checkbox"/> | <input type="checkbox"/> |
| • 002 Treatment of the Public | Internal | Annual | February | <input type="checkbox"/> | <input type="checkbox"/> |
| • 003 Treatment of Students | Internal | Annual | February | <input type="checkbox"/> | <input type="checkbox"/> |
| • 004 Treatment of Staff | Internal | Annual | April | <input type="checkbox"/> | <input type="checkbox"/> |
| • 005 Hiring and Promotions | Internal | Annual | March | <input type="checkbox"/> | <input type="checkbox"/> |
| • 006 Legal Responsibilities | Internal | Annual | April | <input type="checkbox"/> | <input type="checkbox"/> |
| • 007 Financial Planning/Budgeting | Internal | Annual | May/June | <input type="checkbox"/> | <input type="checkbox"/> |
| • 008 Financial Conditions and Activities | Internal External | Quarterly Annual | Nov, Apr, Jun November | <input type="checkbox"/> | <input type="checkbox"/> |
| • 009 Asset Protection | Internal | Annual | May | <input type="checkbox"/> | <input type="checkbox"/> |
| • 010 Facilities Accommodations | Internal | Annual | March | <input type="checkbox"/> | <input type="checkbox"/> |
| • 011 Emergency CEO Replacement | Internal | Annual | Feb | <input type="checkbox"/> | <input type="checkbox"/> |
| • 012 Communication and Support to the Board | Internal | Annual | March/Apr | <input type="checkbox"/> | <input type="checkbox"/> |
| • 013 Leadership | Internal | Annual | January | <input type="checkbox"/> | <input type="checkbox"/> |

Number: II 008
Subject: The Role of the Chair

Approval Date: September 29, 2008
Effective Date: September 29, 2008
Revised: March 29, 2010, February 27, 2017

Policy Statement:

The work of the Chair is primarily to be the Chief Governance Officer of the Board, assuring the integrity of the board's process and, secondarily, occasionally representing the board to outside parties. The Chair is first among equals and accords no special privileges or knowledge over other members of the board.

Accordingly:

1. The job result of the Chair is that the board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization:
 - a) meeting discussion topic (or content) will be only those issues which tie to policy and/or the goals of the Multi-Year Strategic Plan
 - b) deliberation will be fair, open, and thorough but also timely, orderly, and kept to the point.
2. The Chair is authorized to use any reasonable interpretation within topics covered by Board policies on Governance Process and Board-CEO Linkage, with the exception of:
 - a) employment or termination of CEO
 - b) where the board specifically delegates portions of this authority to others.
3. The Chair has no authority to make decisions about policies created by the board within Ends and Executive Limitations policy areas. Therefore the Chair has no authority to supervise or direct the CEO.
4. The Chair will set, in consultation with the Board, the agenda for the meetings of the Board of Trustees.
5. The Chair is empowered to chair board meetings with all the commonly accepted power of that position (e.g.: ruling, recognizing) and will work constructively towards achieving consensus when arriving at decisions.
6. The Chair is empowered to assign trustees to Board committees and, at the request of the CEO, staff operating committees taking into account the need for trustee work to be proportioned fairly and the need for trustee experience and development to be fostered.
7. The Chair may represent the board to outside parties in announcing board-stated positions and in stating chair decisions and interpretations within the area delegated to her or him.

8. The Chair will ensure that there is an orientation to the organization and work of the Board of Trustees, with any new CEO or staff assigned to support the Board.
9. The Chair, with the support of trustees, will ensure a continuity of work of the Board of Trustees by ensuring files of all Board correspondence and process/procedures are maintained.
10. The Chair must select the recipient of the Chair's award.
11. The Chair may delegate its authority to another trustee, but remains accountable for its use.
12. The Chair will monitor and authorize the expenses of trustees
13. The Chair will monitor and authorize the personal expenses of the CEO and will report annually to the Board on this monitoring.

Date: March 26, 2018
To: Board of Trustees
From: Director of Education
Subject: Hiring and Promotions IV 005

Type of Report: ☐ Decision-Making
☒ Monitoring
☐ Incidental Information concerning day-to-day operations

Type of Information: ☐ Information for Board of Trustees Decision-Making
☒ Monitoring Information of Board Policy **IV 005**
☐ Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)
Hiring and Promotions IV 005

Policy Statement and/or Education Act/other Legislation citation:

Ontario Human Rights Code
Accessibility for Ontarians with Disabilities Act (AODA)
Ontario Regulation 274
Conflict of Interest, Nepotism and Cronyism Hiring/Supervision APS 043
Fair and Equitable Hiring and Promotions APO 028
Staffing Operating Guidelines
Various collective agreements

Alignment to the MYSP:

Strategic Direction: Everyone is included, respected and welcomed

Goal: To increase awareness and respect of differences within our school communities

Action: Support capacity building that cultivates awareness with staff and students about differences in our communities

Background/Comments:

1) The CEO shall not cause or allow hiring/promotions to occur without procedures in place to recruit, hire and promote the best possible candidates and to be fully compliant with all related legislation.

Administrators

- Candidates are invited to apply to Administrator Pools (secondary principal, secondary vice-principal, elementary principal and elementary vice-principal).

- Postings for the Pools are placed on the Board website and distributed via Staff Announcements. Each posting provides candidates a contact if they require a disability related accommodation to participate in the recruitment process in order to ensure compliance with the AODA.
- Candidates are screened for the basic qualifications identified in the posting.
- Participation in the Board's Leadership Development Program is indicated as a desirable asset on the posting.
- Candidates are interviewed by the Director, Superintendent of Human Resources, a Superintendent of Learning and two administrators. Candidates are invited to bring a portfolio to the interview that can be accessed when providing responses. In addition, candidates participate in a timed case study and complete a written assignment prior to the interview. The interview questions, case study and written assignment are reviewed by the Superintendent of Human Resources to ensure compliance with the Ontario Human Rights Code. The interviews, case studies and written assignments are scored by all members of the interview panel.
- References are checked by the Superintendent of Human Resources.
- Consensus on hiring recommendations is reached by the interview panel.
- The Superintendent of Human Resources offers placement in the respective pools.
- When administrator vacancies occur assignments are offered to candidates in the pool based on system and school needs at the time of the vacancy.

Teachers

- Staff visit jobs fairs and faculties in order to recruit teacher candidates.
- All postings for new hires, long-term occasional assignments, and the long-term occasional list are managed through the "Apply to Education" website. Postings for the daily occasional supply list are also distributed to faculties, distributed to parishes, sent out on Twitter and posted on Workopolis.
- Each posting provides candidates a contact if they require a disability related accommodation to participate in the recruitment process in order to ensure compliance with the AODA.
- Candidates are screened for the basic qualifications identified in the posting.
- Candidates are interviewed by administrators and the questions are reviewed by the Superintendent of Human Resources and at least one Superintendent of Learning. All interviews are scored by the interviewers.
- Administrators are asked to declare conflicts of interest per APS 043 prior to interviews.
- The references for new hire candidates and candidates to the long-term occasional list are checked by the interviewers.
- Recommendations to hire are provided from administrators to Human Resources Services (HRS).
- HRS makes job offers to candidates.

Education Assistants, Child and Youth Care Workers and Early Childhood Educators (ECE)

- Staff visit college programs and attend job fairs to recruit candidates.
- Employees are hired to the supply lists. Postings for new hires are placed on the Board website, Apply to Education, at colleges and faculties, the Association of ECEs of Ontario.
- Each posting provides candidates a contact if they require a disability related accommodation to participate in the recruitment process in order to ensure compliance with the AODA.
- Candidates are screened for the basic qualifications identified in the posting.
- Candidates are interviewed by administrators. All interviews are scored by the interviewers. Administrators are asked to declare conflicts of interest per APS 043.
- The references for candidates are checked by the interviewers.
- Recommendations to hire are provided from administrators to HRS.
- HRS makes job offers to candidates.

Technical, Clerk, Administrative, Supervisory, Student Services and Senior Manager Positions

- Postings are placed on the Board website and other locations deemed appropriate for the position – Indeed, Workopolis, newspapers, professional colleges and associations, OASBO, etc.
- Each posting provides candidates a contact if they require a disability related accommodation to participate in the recruitment process in order to ensure compliance with the AODA.
- Candidates are screened for the basic qualifications identified in the posting.
- Candidates are interviewed by the hiring supervisor and at least one other management staff member and/or a Human Resources Officer, depending on the position. One other method of assessment is applied to candidates such as a test, written assignment, in-basket exercise or case study. All interviews and assessments are scored by the interviewers.
- References are checked by the interviewers.

- Recommendations to hire are provided to HRS.
- HRS makes job offers to candidates.

Supervisory Officers

- Postings are posted internally to administrators and distributed via email to the Catholic Principals' Association of Ontario, the Ontario Catholic Supervisory Officers' Association and the English Catholic Ontario Directors of Education.
- Each posting provides candidates a contact if they require a disability related accommodation to participate in the recruitment process in order to ensure compliance with the AODA.
- Candidates are screened for the basic qualifications in the posting.
- Candidates are interviewed by the Director of Education, Superintendent of Human Resources, a Superintendent of Learning and two Trustees. In addition, candidates participate in a timed case study and are assigned a written assignment prior to the interview. All interviews and assessments are scored by the interviewers.
- Two references for each candidate are checked by the Director or Superintendent of Human Resources.
- Consensus is reached by the interview panel on the successful candidate and the job offer is made by the Director.

2) The CEO shall not hire anyone who is not willing to support the values of Catholic education in the performance of their duties.

- All administrator and supervisory officer positions require baptismal certificates, pastoral references and a declaration of commitment to live consistently with Church teachings, to infuse gospel values across all curriculum and influence spiritual growth.
- All new teachers are required to provide a baptismal certificate, pastoral reference and a declaration of commitment to be eligible for long-term occasional or permanent positions.
- All new ECEs are required to provide a baptismal certificate, pastoral reference and a declaration of commitment to be eligible for permanent positions.
- Interviews for all other positions include a statement that candidates are applying to a faith based organization where there are expressions of faith such as prayer, liturgies and mass. Education Assistants and Child and Youth Care Workers are informed they will be required to attend religious celebrations such as school masses. Candidates are asked if they are comfortable working in such an environment.

3) The CEO shall not hire teachers who have not completed a Pastoral Declaration Form and who do not have Religious Education Part 1, or equivalent, or a commitment to undertake the course within two years and shall not hire Early Childhood Educators who have not completed a Pastoral Declaration Form.

- All candidates to teaching positions are required to provide a pastoral declaration form to be eligible for long-term occasional and permanent positions. In rare circumstances where a teacher with specialized qualifications cannot be hired with a pastoral declaration form, special permission has been sought from the Board.
- All candidates to ECE positions are required to provide a pastoral declaration form to be eligible for permanent positions.
- All teachers newly hired to a permanent position are advised in writing that they must have Religious Education Part 1 completed within two years from the date of hire.

4) The CEO shall not promote to an academic position of responsibility including that of Principal, Vice-Principal, Program Head or Consultant of Religious Education/Family Life Education without a Pastoral Declaration from a Catholic priest and their commitment to mandatory participation in ongoing leadership and faith formation programs of the school system.

- Candidates to Administrator Pools and Program Heads of Religion and Consultant of Religious Education/Family Life education are required to provide a Pastoral Declaration and a commitment to faith formation.

5) The CEO shall not Hire/appoint Chaplains without use of the Chaplaincy guidelines issued by the Ontario Conference of Catholic Bishops.

- Qualifications requested of candidates is consistent with those identified in the Guidelines.

- Resumes of the successful candidate through the selection process are sent to the Diocesan Office for review and approval by the Bishop prior to a job offer being made.

6) The CEO shall not provide for the hiring/promotion of a supervisory officer without Board approval to proceed and without consultation with the Board of Trustees as to their possible representation on the selection team.

- All supervisory officer vacancies are brought to the Board for approval to proceed.
- The Board is consulted on the representation of Trustees on the selection team.

Recommendation:

That the Board accept this report indicating compliance with Hiring and Promotions Policy IV 005

Prepared/Reviewed By: Loretta Notten
 Director of Education

 Jason Connolly
 Superintendent of Human Resources

*Bylaw 5.2 "where the Board of Trustees receives from the Director of Education a monitoring report that flows from a responsibility delegated to the Director under Board Policy – *except where approval is required by the Board of Trustees on a matter delegated by policy to the Board* – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the Director, subject in all instances to what otherwise actually occurred."