



Board of Trustees' Board Meeting

Date: Monday, September 26, 2022

Time: 6:00 p.m.

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

Location: 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener

Attendees:

Board of Trustees:
Bill Conway, Manuel da Silva, Jeanne Gravelle (Chair), Shannon Nash, Wendy Price, Hans Roach, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

Student Representatives:
Chloe Armstrong, Anika Fejerpataky

Senior Administration:
Tyrone Dowling, Gerald Foran, John Klein, Shesh Maharaj, Judy Merkel, Kerry Pomfret, Jennifer Ritsma, Annalisa Varano

Special Resource:

Recording Secretary:
Alice Figueiredo

ITEM	Who	Agenda Section	Method & Outcome
1. Call to Order	Chair		
1.1 Opening Prayer/Memorials	Board of Trustees		
1.2 Territorial Acknowledgement	Chair		
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.			
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			
1.5 Items for Action:			
1.5 Items for Action:			
• Private, Private, Private meeting of Aug 4, 2022 regarding Human Resource Services Matters			
• Private, Private, Private meeting of Aug 10, 2022 regarding Human Resource Services Matters			
<i>It was moved by Trustee Gravelle and Seconded by Trustee Roach -- That the Waterloo Catholic District School Board approve the appointment of Tyrone Dowling as Director of Education effective September 1st, 2022, subject to</i>			

ITEM	Who	Agenda Section	Method & Outcome
<i>successful final reference/background checks, contract negotiation and completion; and that this shall remain strictly confidential until all conditions have been met. --- Carried by unanimous consensus.</i>			
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 (Minutes of meetings, staff report)			
3.1 Approval of Minutes of Regular and Special Meetings 3.1.1 Board of Trustee's Meeting – June 13, 2022 3.2 SEAC Minutes- June 1, 2022 3.3 Audit Committee Minutes- June 8, 2022 3.4. Administrative Procedure Update	Board of Trustees Board of Trustees Board of Trustees Board of Trustees	pp.4-8 pp.9-11 pp. 12-13 pp.14-15	Approval Information Information Information
4. Delegations/Presentation			
5. Advice from the CEO			
5.1 Summer Transition Programs 5.2 Headstart 5.3 Summer Construction Update 5.4 Enrollment/Staffing Report 5.5 Transportation Update (Verbal Update) 5.6 Appointment of Members to Election Expense Compliance Audit Committee 5.7 Director's Report	L. Mackay/ R. Stehlik G. Foran/M. Breault S. Maharaj K. Pomfret S. Maharaj S. Maharaj T. Dowling	pp.16-20 pp.21-25 pp.26-33 pp.34-35 -- pp.36-37 pp.38-40	Information Information Information Information Information Decision Information
6. Ownership Linkage (Communication with the External Environment)			
7. Reports from Board Committees/Task Forces			
7.1 Student Trustee Update		pp.41-43	Information
8. Board Education (at the request of the Board)			
8.1 Chair's Report 8.2 OCSTA/CCSTA Communications	Chair Chair	pp.44 pp. 45-52	Information Information
9. Policy Discussion			
10. Assurance of Successful Board Performance			
10.1 Board Policy Review 10.1.1 Board Policy II 002 Governing Style Is there a need to review the Policy? 10.1.2 Board Policy III 006 CEO Compensation and Benefits Is there a need to review the Policy?	T. Weiler Chair	pp.76-77 pp.78	Approval Approval
11. Assurance of Successful Director of Education Performance			

ITEM	Who	Agenda Section	Method & Outcome
12. Potential Agenda Items/Trustee Inquiry Report (CEO)			
13. Announcements			
13.1 Upcoming Meetings/Events (all scheduled for the Catholic Education Centre unless otherwise indicated): <ul style="list-style-type: none"> Sept 26: Board of Trustees' Meeting Oct 1: Feast of St. Jerome Oct 3: Committee of the Whole Oct 12: FACE Committee Oct 17: Governance & Special Board Meeting Re: 7-12 Boundary Review Oct 18: RCSS Academic Awards Night Oct 25: Board of Trustees' Meeting Nov 3: Commissioning 	Chair	--	Information
13.2 Pending Items: 13.3 Pending Items for OCSTA Consideration	<u>Committee/Task Force</u>	<u>Due Date</u>	<u>Action Taken</u>
14. Items for the Next Meeting Agenda	Trustees		
October 3, 2022 – Committee of the Whole <ul style="list-style-type: none"> Student Trustee Blessing Learning Renewal Plan Re-Engagement Strategy Update (12 / 12+) IT Summer Update Pastoral Plan Update Extended Day update 	Board of Trustees	--	Information
15. Adjournment	Director of Education		
Confirm decisions made tonight			
15.1 Confirm Decision Made Tonight	Recording Secretary	--	Information
15.2 Move into Private, Private	Board of Trustees	--	Approval
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' Board Meeting

A public meeting of the Board of Trustees was held Monday, June 13, 2022, at 1st floor Board Room, Catholic Education Centre, 35 Weber Street, Kitchener.

Trustees Present:

*Bill Conway, Manuel da Silva, Jeanne Gravelle (Chair), *Shannon Nash, Wendy Price, *Hans Roach, Brian Schmalz, Melanie Van Alphen, Tracey Weiler

*Via Teams

Student Trustees Present:

Sarah Simoes, Sarah Wilson

Administrative Officials Present:

Loretta Notten, Jason Connolly, Gerald Foran, *John Klein, Shesh Maharaj, Judy Merkel, Jennifer Ritsma, Annalisa Varano

*Via Teams

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 Chair of the Board called the meeting to order at 6:05 p.m.

1.1 Opening Prayer & Memorials

The meeting opened with prayer by Resurrection CSS students.

1.2 Territorial Acknowledgment

Declared by Resurrection CSS students.

1.3 Approval of Agenda

**2022-80-- It was moved by Trustee Schmalz and seconded by Trustee Price:
THAT the agenda for Monday, June 13, 2022 be now approved.
--- Carried by *consensus*.**

1.4 Declaration of Pecuniary Interest

1.4.1 From the current meeting – NIL

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

1.5 Items for Action:
N/A

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)

- 3.1 Approval of Minutes of Regular and Special Meetings
 - 3.1.1 Board of Trustee's Meeting – May 30, 2022
 - 3.1.2 Special Board of Trustees Meeting – June 6, 2022
- 3.2 SEAC Minutes- May 18, 2022
- 3.3 SEAC Minutes – June 1, 2022
- 3.4 Interim Financial Report #3
- 3.5 Audit Committee Minutes- April 5, 2022

**2022-81- It was moved by Trustee da Silva and seconded by Trustee Price:
THAT the Consent Agenda Board of Trustees and the recommendations contained therein be now approved.
--- Carried by consensus.**

4 Delegations

- 4.1 Trustee Schmalz presented the John Sweeney Award.

5 Advice from the CEO

5.1 Director's Monthly Report

Director Notten provided an update on various meetings and events attended locally and provincially.

5.2 Student Census Update

Superintendent Ritsma introduced the Student Census Update and presenter Lynn Garrioch, Equity Officer. Data, demographics and next steps were discussed. Trustees asked clarifying questions and provided feedback.

5.3 Proposed 2022-23 School Year Budget

Superintendent Maharaj presented the 2022-2023 budget for approval. Motion to be spoken to in section 11 (Monitoring Reports).

5.4 MYSP Report

Director Notten presented the MYSP Report which included KPI Highlights, key messages regarding the new MYSP and next steps. Trustees asked clarifying questions and provided feedback.

**2022-82- It was moved by Trustee da Silva and seconded by Trustee Price:
THAT the Board approve the Multi-Year Strategic Plan Report Card Update for the 2021-2022 school year, as presented in this report and found in Appendices A and B.
--- Carried by consensus.**

6. Board Education (at the request of the Board)

7. Reports From Board Committees/Task Forces

7.1 Student Trustee Update

Student Trustees' Simoes and Wilson provided an update on events in the school community along with Student Trustee Role update for the month of June. Incoming Student Trustees were introduced. Trustee Conway and Trustee Weiler recognized the current Student Trustees.

7.2 Pastoral Care Committee Annual Report

Trustee Price presented the Pastoral Care Committee Annual Report.

7.3 Linkages Committee Annual Report

Trustee Weiler presented the Linkages Committee Annual Report.

7.4 Governance Committee Annual Report

Trustee Schmalz presented the Governance Committee Annual Report.

8. Board Education (at the request of the Board)

8.1 Chair's Report

Chair Gravelle provided a summary of events and meetings attended during the month of June. Chair Gravelle noted correspondence that she recently came across with respect to Executive Compensation and asked Trustees if they wish to write a letter to the Minister of Education in support. Trustees provided feedback and agreed a letter should be written on their behalf. Trustee Price shared a motion and Chair Gravelle requested a seconder.

2022-83- It was moved by Trustee Price and seconded by Trustee Schmalz:

THAT the Board directs the Chair to write a letter of advocacy to the Minister of Education and the President of the Treasury Board on the subject of Executive Compensation.

--- Carried by consensus.

8.2 OCSTA/CCSTA Communications

Chair Gravelle reviewed OCSTA communications.

9 Policy Discussion

10 Assurance of Successful Board Performance

10.1 Board Policy Review

10.1.1 Board Policy II 001 General Governance Commitment - Is there a need to review the Policy?

Trustee Van Alphen confirmed review of Board Policy II 001 General Governance Commitment and confirmed compliance.

2022-84 -- It was moved by Trustee Van Alphen and seconded by Trustee da Silva:

THAT the Board of Trustees reviewed Board Policy II 001 General Governance Commitment and find that the Board is in compliance.

--- Carried by consensus.

There is no need to review the policy.

10.1.2 Board Policy II 009 Board Committee Principles- Is there a need to review the Policy?

Trustee Conway confirmed review of Board Policy II 009 Board Committee Principles and confirmed compliance.

2022-85 -- It was moved by Trustee Conway and seconded by Trustee Price:

THAT the Board of Trustees reviewed Board Policy II 009 Board Committee Principles and find that the Board is in compliance.

--- Carried by consensus.

There is no need to review the policy.

10.1.3 Board Policy II 010 Board Committee Structure- Is there a need to review the Policy?

Trustee Nash confirmed review of Board Policy II 010 Board Committee Structure and confirmed compliance.

2022- 86 -- It was moved by Trustee Nash and seconded by Trustee Schmalz:

THAT the Board of Trustees reviewed Board Policy II 010 Board Committee Structure and find that the Board is in compliance.

--- Carried by consensus.

There is no need to review the policy.

11 Assurance of Successful Director of Education Performance

11.1.1 Board Policy IV 001 - General Executive Limitation

Director Notten presented Board Policy IV 001 - General Executive Limitation for compliance.

2022-87 -- It was moved by Trustee Schmalz and seconded by Trustee Price:

That the Board accept this report indicating compliance with General Executive Limitation Policy IV 001.

--- Carried by consensus.

11.1.2 Board Policy IV 002 - Treatment of Public

Director Notten presented Board Policy IV 002 - Treatment of Public for compliance.

2022-88 -- It was moved by Trustee Price and seconded by Trustee Schmalz:

That the Board accept this report indicating compliance with communication and support to Board Policy IV 002 Treatment of Public.

--- Carried by consensus.

11.1.3 Board Policy IV 003 - Treatment of Students

Director Notten presented Board Policy IV 003 - Treatment of Students for compliance.

2022-89 -- It was moved by Trustee Weiler and seconded by Trustee da Silva:

That the Board accept this report indicating compliance with Treatment of Students Policy IV 003.

--- Carried by consensus

11.1.4 Board Policy IV 007 Monitoring Report and 2022-23 Budget Approval

Superintendent Maharaj presented Board Policy IV 007 Monitoring Report and 2022-23 Budget for Approval. Trustee Price suggested that the motion be separated for clarity.

2022-90 -- It was moved by Trustee Van Alphen and seconded by Trustee Price:

That the Board of Trustees accept this report as providing evidence that the CEO is compliant with Board Policy IV007 "Financial Planning/Budgeting".

--- Carried by consensus

2022-91 -- It was moved by Trustee Weiler and seconded by Trustee da Silva:

That the Board of Trustees approve an operating budget of \$311,946,001 for the 2022-23 school year as presented to the Board.

--- Carried by consensus

2022-92 -- It was moved by Trustee Schmalz and seconded by Trustee Price:

That the Board of Trustees approve a capital budget of \$21,691,822 for the 2022-23 school year as presented to the Board.

--- Carried by consensus

2022-93 -- It was moved by Trustee Weiler and seconded by Trustee Schmalz:

That the Board of Trustees direct Administration to file this balanced budget with the Ministry of Education before the deadline of June 30, 2022.

--- Carried by consensus

12 Potential Agenda Items

13 Announcements

13.1 Upcoming Meetings/Events

Trustees discussed upcoming events. Director Notten and Trustee Price acknowledged Superintendent Connolly who will be leaving in July. Trustee Conway acknowledged Director Notten who will be retiring in August.

13.2 Pending Items: N/A

13.3 Pending Items for OCSTA Consideration: N/A

14 Items for the Next Meeting Agenda

15 Adjournment – Confirm decisions made tonight.

15.1 Confirm Decisions made tonight

16 Closing Prayer

17 Motion to Adjourn

2022-94-- It was moved by Trustee Price and seconded by Trustee Weiler
THAT the meeting be now adjourned. The meeting was adjourned by consensus at 9:06 p.m.

Chair of the Board

Secretary



SEAC Committee Meeting Minutes

Date& Time:	June 1, 2022, at 6:00 p.m.
Location:	Teams Meeting
Next Meeting:	September 7, 2022
Committee Members: Kim Murphy, John Gilbert, Tracey Weiler, Jeanne Gravelle, Irene Holdbrook, Sue Simpson, Cindy Benedetti	
Administrative Officials: Gerald Foran, Erin Lemak	
Regrets: Cindi Benedetti, Gillian Haden, Gerald Foran	

1. Opening Prayer Welcome	E. Lemak
2. Approval of Agenda Motion by: Jeanne Gravelle Seconded: Kim Murphy	
3. Declared Pecuniary Interest N/A	
4. Approval of the May 18th Minutes Amendment: Section 5: <i>Motion to accept 2022-2023 Special Education Budget Estimates as presented to SEAC Committee (update the year)</i> Motion to accept amended minutes: Kim Murphy Seconded: Jeanne Gravelle	
5. School System Operational Business <u>WCDSB Special Education Plan 2022-2023</u> <ul style="list-style-type: none"> Updated Special Education plan presented to the committee. Q&A Special Education Plan 2022-2023 <i>It was moved by Karen Kovats and seconded by Kim Murphy THAT SEAC approve a motion to recommend to the Board of Trustees that the Special Education Plan 2022-2023 be approved as presented at the SEAC meeting</i> Carried by consensus <ul style="list-style-type: none"> PD Planning 2022-2023 Q&A 	E. Lemak
6. Ministry Updates (10 min)	E. Lemak
6.1. KPRDSB Letter to Ministers of Health and Education re: shortage of nurses	

<p>6.2. Add new community organizations accepted this year as this is the election year. Committee suggestions:</p> <ul style="list-style-type: none"> • Contact the public board and extend invitations to organizations that are members of their SEAC committee • Re-send invitations to the organizations that were contacted last year • Add requirements to the invitation letter • Offer hybrid meeting options • Personally reach out to the organizations • Reach out to the parents of the students with the special needs to fill the Member at large seats 	E. Lemak
<p>6. SEAC Committee Functions</p> <ul style="list-style-type: none"> ➤ Pro-Grant Update Reminder of funds (\$805) from pro Grant to be spent on: <ul style="list-style-type: none"> ➤ 200 copies of Paul Davis Book ➤ Top Online Safety Tips for Grade 3 to 8 – pdf document with the author's approval to be shared with the WCDSB community Committee agreed to accept this offer. 	All
<p>8. Policy Advice to the Board N/A</p>	
<p>9. Updates (20 minutes)</p> <p>9.1. Association Updates</p> <p>WWDSS Updates</p> <ul style="list-style-type: none"> ➤ WWDSS continuing with online classes ➤ Speech & Music Social Group ➤ Cooking Class ➤ Teen a& Adult Hangouts <p>WRFN Updates</p> <ul style="list-style-type: none"> ➤ A New Chapter ➤ June Meeting Self-Care: Beyond the Bubble Bath The A New Chapter group will host an evening with well-being coach Jessie-Lynn MacDonald on June 7 at 7:30pm. The focus will be on you, the caregiver/parent. In a kind and thoughtful approach, you will be provided with ideas to help lift you up on those difficult days. The meaningful self-care inspiration provided by Jessie-Lynn will last far longer than a bubble bath. Jessie-Lynn is a very experienced coach, having counselled individuals (children, adolescents, and adults), families, leaders, and organizations throughout Canada as well as internationally. To find out more about her approach you may google her at: jessielynnmacdonald.com. Please RSVP to Mary Pike at maryjpike@hotmail.com to attend this zoom event. ➤ Reminder that we have added a new feature to our monthly meetings. This is a half hour (9-9:30pm) session called Ask Us Anything where you can stay on the Zoom Call to ask questions pertaining to the topic of the evening or any other questions you may have. In July, we are looking forward to our first in-person ANC gathering in several years: Tuesday, July 5 we are planning a group walk on one of the trails at Huron Natural Area in Kitchener. More details to come. Please RSVP to Mary Pike at maryjpike@hotmail.com. <p>9.2. Trustee Updates <u>Public Board Meeting – May 30, 2022</u></p>	
<p>10. Pending Items</p> <ul style="list-style-type: none"> • EA PD Training 	

<ul style="list-style-type: none"> • Next year topics 	
11. Adjournment Motion by: John Gilbert Seconded: Jeanne Gravelle	
12. Action Items Place Holder N/A	



Audit Committee Open Meeting

Date: June 8, 2022
Time: 6:00 p.m.
Location: Teams Meeting/CEC
Next Meeting: September 20, 2022

Attendees:

Committee Members:
Wendy Price, Bill Conway

Community Members:
Jennifer Gruber, Zeynep Danis

Administrative Officials:
Loretta Notten, Laura Isaac, Shane Durham, Shesh Maharaj

Guests:
Andrea Eltherington (RIAT), Melanie Dugard (Grant Thornton LLC)

Regrets:
Manuel Da Silva

1. Welcome and Opening Prayer

2. Approval of Agenda
Motion: Wendy Price
Seconded: Bill Conway
Carried by consensus

3. Declared Pecuniary Interest *None*

4. Approval of the Minutes, April 5, 2022
Motion: Wendy Price
Seconded: Zeynep Danis
Carried by consensus

5. Discussion Items

5.1 Audit Committee Meeting Closed Session

Motion: That the Audit Committee move into Closed Audit Committee agenda at 6:09pm
Motion: Wendy Price
Seconded: Zeynep Danis
Carried by consensus

5.2 Q3 Dashboard Report

- Laura presented the Q3 Dashboard as at May 31, 2022 reflecting the forecasted position to the end of the year

Motion: That the Q3 Quarterly dashboard report for the period ended May 31, 2022 be sent to the Board

of Trustees for approval, in the consent agenda.

Motion: Zeynep Danis

Seconded: Bill Conway

Carried by consensus

5.3 Regional Internal Audit Team

- June update
 - Andrea highlighted the work that RIAT continues to perform, namely the Entity Level Risk Assessments, SGF data analytics and continued audit follow ups with open board items
- 2022-23 Audit Plan
 - Andrea presented a high-level overview of their audit plan for the upcoming year

Motion: That the Audit Committee accept the 2022-2023 Audit Plan as presented by RIAT to the Board of Trustees for approval

Motion: Wendy Price

Seconded: Bill Conway

Carried by consensus

5.4 Audit Committee Administration

- Audit Committee Meeting Date September
- Shane to send a meeting requests to
- September 20, 2022
- November 10, 2022

Motion: That the Audit Committee move into Closed Audit Committee agenda at 6:45pm

Motion: Wendy Price

Seconded: Bill Conway

Carried by consensus

5 Pending Items

6 Adjournment at 8:02pm

Motion: Wendy Price

Seconded: Zeynep Danis

Carried by consensus

Jennifer Gruber



Date: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: Semi-Annual Administrative Procedures Memo 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)

Executive Limitation IV 012 Communication to Board

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

IV 012 Communication to Board

Alignment to the MYSP:

Nurturing Our Catholic Community:

Bear witness to our Faith through joyful discipleship and our relationships with and in Christ
Increase Parent and community Engagement in all our Catholic school faith-related activities

Background/Comments:

Within the 2018-19 school year a comprehensive database was developed that allows all owners of Administrative Procedures Memoranda (AP Memos) to view the current status of any one AP – in terms of where in the three-year cycle of review that AP is located, when it was last updated and who owns the policy. A weekly update is also provided to Administrators alerting them to any AP or form that has been added, deleted or updated. This allows Administrators to have real time updates regarding any procedural changes.

In June 2019 the Governance Committee of the WCDSB recommended that staff bring a semi-annual update on AP Memo development / revision to Board for information. The specific rationale for such updates is to ensure Trustees are properly informed regarding APs which have been added, rescinded, or significantly altered. The report that follows is intended to fulfil this change in the Monitoring Policy.



The last update to Board was in February 2022. The following APs have been revised/updated and posted since then:

APB001 -- School Operating Budgets

APC014 -- Ontario Student Record

APC046 -- Bomb Threat

APH023 -- Workplace Violence Prevention

APH036 -- Human Trafficking

APS001 -- Daily Sessions

APS028 -- Tobacco, Cannabis, and Smoke Free Environment

APS047 -- Administrative Procedures and Forms Management

APS049 -- Remote Work

APS050 -- Right to Disconnect from Work

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

John Shewchuk
Chief Managing Officer

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board 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 CEO, subject in all instances to what otherwise actually occurred.





Date: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: Summer Transition Programs

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)

Regulation 306 Special Education Programs and Services

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

Policy 1001 – Ends

Alignment to the MYSP Goals:

- Increase in student attendance and engagement
- Increase parent and community engagement in all our Catholic school faith related activities
- Continue to seek and support reciprocal partnerships with Community/ educational partners and leverage the mutual learning

Background/Comments

This past summer, as a result of additional temporary Ministry funding, WCDSB provided a variety of resources and programs to support the needs of students across the system. In July, additional Classroom Teachers, Special Education Teachers and Educational Assistants were hired to support the Summer Boost program which prioritized student registration by giving priority to student registrants who had an individual education plan. Additionally, for the first time, WCDSB was able to offer a transition to school program for students with special needs who were transitioning to kindergarten. Furthermore, during the last two weeks of August, in collaboration with Special Education Teachers at each school site, we implemented a Student Transition to Fall Program to meet the needs of a variety of students who were



identified by each school team. Finally, the temporary funding allowed for additional CYCW to be hired until October 15th to support students in transitioning successfully into their schools.

Theses summer program initiatives addressed the following MYSP Key Performance Indicators (KPI) regarding student achievement, student attendance, student well-being and parent engagement:

- Increase in achievement for “marker students”
- Decrease the gap in achievement between those students on an IEP and those who are not
- Improved student attendance

Summer Boost Special Education Support

As noted in an earlier report, the Summer Boost program was enhanced this summer by utilizing Tutoring funds to build a model that better supported students. In doing so, it allowed for a team-teaching approach based on a minimum of 20:2 student/teacher ratio.

The team-teaching model was quite successful and created more opportunities for individual and small group support. This also allowed the ability to grow class size to 20 from 15 while still allowing for precision programming with the added bonus of serving more students.

To ensure the program was serving the appropriate target audience, student selection was based on the student learning profile (e.g., whether student has an IEP), date/time of registration and siblings. With our target audience being students on an IEP and Level 2 students approaching the provincial standard, an education assistant was allocated to each classroom.

Tutoring funds also provided the ability to hire special education and assistive technology teachers which provided the human resources necessary to serve those most vulnerable with precision and one-to-one support.

Ready, Set, Kindergarten

Each year Student Services works closely with community partners and schools to support incoming kindergarten students who have been identified with significant special education needs. This past spring, WCDSB received 110 “Yellow Forms” that highlighted students with significant needs transitioning to kindergarten. Of those, 48 students were selected and invited to attend the Ready, Set, Kindergarten program. In total, 28 students were enrolled in the program which was held at one of three schools in Kitchener, Waterloo and Cambridge. In order to support families, transportation was provided where necessary. The program ran for two weeks, and each site was supported by a teacher, an ECE, and a Special Education Teacher. The program was also supported by a Special Education Liaison and the Senior Manager of Student Services.

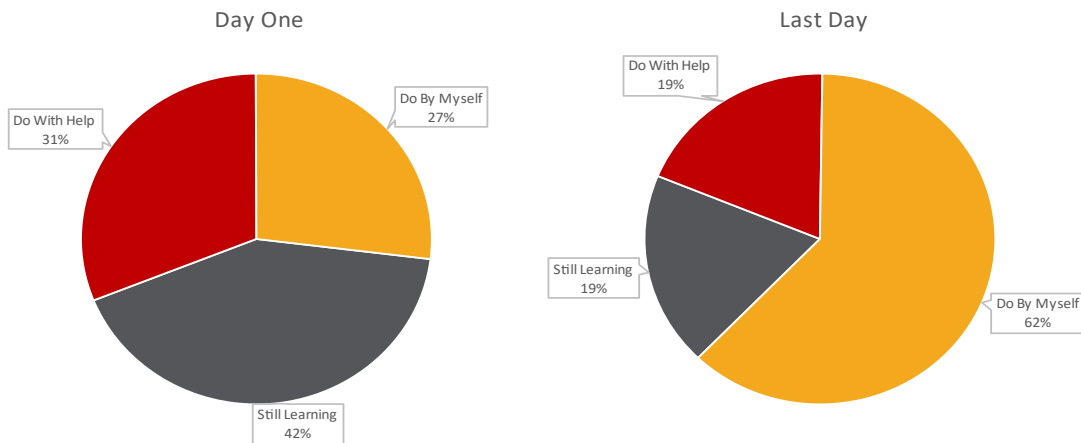
Ten goals were selected for students to focus on as well as 2 additional individual goals selected by staff based on student needs. The goals were as follows:

1. Line up when asked



2. Hang up backpack and unpack backpack
3. Parallel play with a peer
4. Take turns in a structured activity
5. Transition to carpet when asked
6. Sit for carpet activity
7. Open Snack Bag and take out items
8. Eats snack at table
9. Washes hands
10. Communicates common needs and wants
11. Individual goals

All goals were measured at the start of the program and at the end of the program with the following questions regarding each goal: “Do with Help”, “Still Learning” and “Do by Myself”. In all areas, students increased significantly in their ability to complete each goal independently. For example, the following graph demonstrates the growth in communication.



Communicates Common Needs/Wants

Parents were also requested to provide feedback regarding the program which showed their confidence in the knowledge of the kindergarten program expectations and school day increased from 50% at the start of the program to 94% at the end of the program. Additionally, at the start of the program, 0% of parents felt their children were ready for school which increased to 63% of parents feeling their child was ready for school upon completion of the program.

100% of parents/caregivers stated:

- Staff were readily available, willing and helpful in answering school related questions
- Felt their child had learned valuable skills that would help them transition to kindergarten
- Would recommend this program to a friend

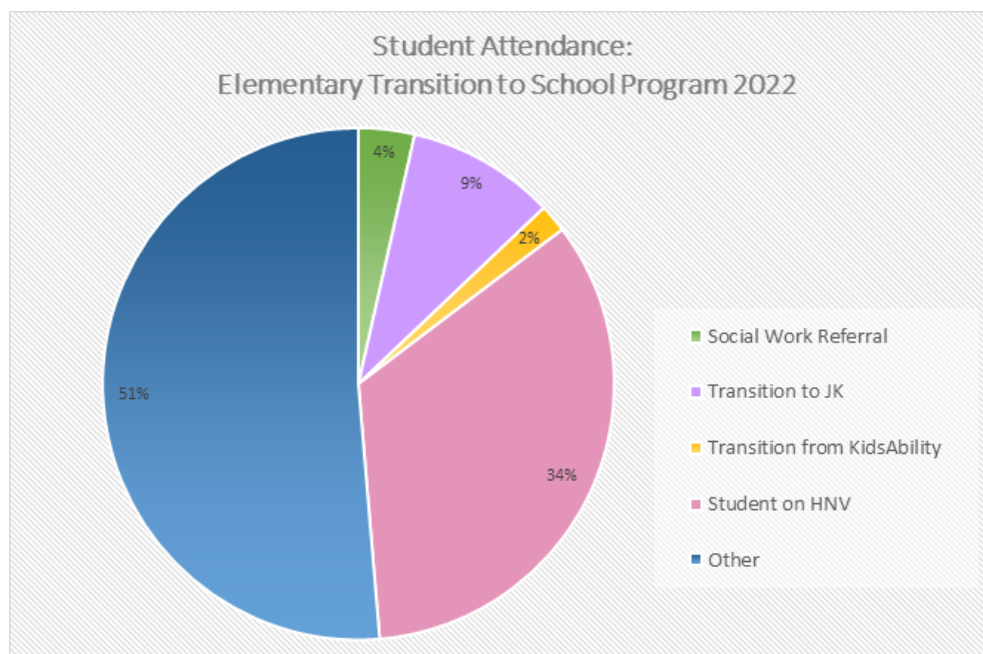


94% of caregivers stated:

- Their child generalized new skills at home and/or in other environments

Student Transition to Fall Program

The Student Transition to Fall Program occurred on the 29th and the 30th of August. Similar to last year, this program provided an opportunity for selected students and families to re-connect with the school community, to reduce distress about the return to school process, and to provide resources to the student and the family. It consisted of 30-minute visits, including a tour and an opportunity to access additional resources (basic school-based information, parent resources, handouts from the school board and community partners supporting Mental Health). The Special Education Liaisons developed and provided resources to all elementary schools. A OneDrive portal was created in order to allow coordination with the Social Work team. Social Workers accessed the OneDrive to add additional students throughout the summer as appropriate. School based staff contacted the families to invite them to participate. In total, there were 550 elementary students from Kindergarten to Gr. 8 who attended this program, and it was a great success!



Samples of “Other” category included:

- Transition Plan from IEP
- Transition from another school
- Attendance concerns
- Mental Health
- Medical

Secondary Transition to School Program

The secondary transition program ran during the same time as Headstart and focused on assisting in transitioning targeted secondary students back to school during the timeframe of August 22 – 25. Each high school was assigned a Special Education Teacher, as well as CYCWs and EAs. The program consisted of transition visits to the school which included a tour of the school building followed by a review of any necessary resources or visual supports. Where there were students who registered for Headstart with special needs that required support, CYCW/EA staff were allocated to support where needed.



Similar to last year, it was a time where the school could invite students with special needs who were transitioning from elementary to secondary for a school tour or to meet staff. Other considerations included inviting students who had an IEP for anxiety, or students with special needs that attended St. Isidore and would be returning or students who were exempt from synchronous learning and would be transitioning back to face to face learning in the fall. Also, any student on the HNV or in the Community & ACTIVE Living Program could be considered as well. It was up to each school site determine which students they would invite and schedule the school visits.

Extra CYCW Transition Support in Fall

An additional advantage this year was that the Special Education funding expenditure deadline was extended from August 31st to October 15th. This allowed for WCDSB to use the funds to hire additional CYCWs to temporarily assist students struggling with self-regulation for the first several weeks of the school year in order to ensure a successful transition.

Last year, both the Chair of SEAC as well as the Board of Trustees, advocated to the Ministry of Education that the temporary funds provided in the Summer of 2021 to support students with special needs and address learning loss be reinstated for the Summer of 2022. Additionally, they advocated that the expenditure deadline being extended past August 31st. It is with appreciation to SEAC and the Board of Trustees for their advocacy as well as to the Ministry of Education that these funds were provided again in order to allow WCDSB to support students with these amazing programs created to address student need.

Recommendation:

Prepared for the information of the Board.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Gerald Foran
Superintendent of Learning

*Bylaw 4.2 “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: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: Get a HeadStart to Grade 9

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 of Governance Policy I:001 Ends
Ontario Catholic School Graduation Expectations (OCSGE, 2011): [Institute for Catholic Education]
PPM No. 159 Collaborative Professionalism

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

Ontario's Education that Works for You (2019)
Ontario's Equity and Inclusive Education Strategy (2009)
Ontario's Well-Being Strategy for Education: Discussion Document (2016)
Ontario's Equity Action Plan (2017)

Alignment to the MYSP:

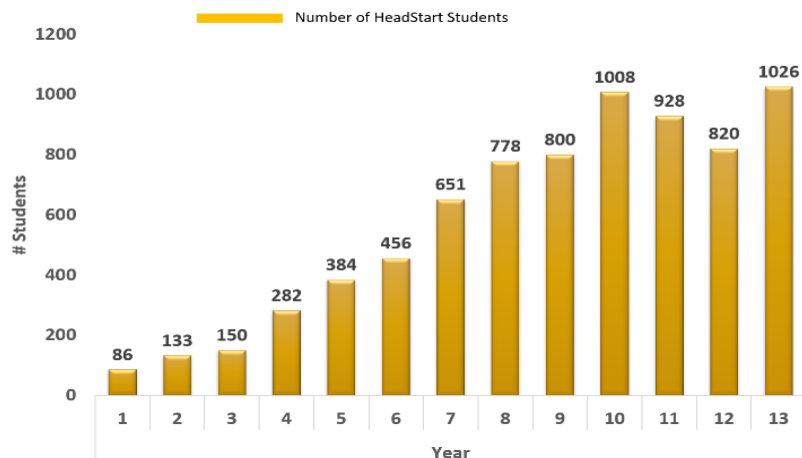
(Indicate Priority area/strategic direction and goal(s))

Nurturing our Catholic Community: *Promote a culture of belonging and respect, that supports success for all.*
Student Engagement, Achievement & Innovation: *Nurture a culture of Innovation; Foster maximum opportunity for success for all*
Building Capacity to Lead, Learn & Live Authentically: *Investment in global competency development and leading technology; Nurture the well-being of all students and staff*

Background/Comments:

WCDSB has utilized Grade 7-10 Literacy and Numeracy Continuing Education funds to deliver a brief, yet timely, holistic, non-credit summer program for incoming Grade 9 students to each of our 5 Catholic Secondary Schools. At the end of August, hundreds of students choose to participate in Get a HeadStart to Grade 9, commonly referred to as HeadStart, with the hope of easing their stress about moving to high school. Through the program they increase their academic readiness, engage in practical learning experiences that are both hands-on and digital, and nurture those academic, social, and spiritual connectors critical to school start-up success. All Grade 8 students are given the opportunity to register and participate in HeadStart for either the morning or the afternoon, and this year the program was held August 22-25.



HeadStart Trend Data 2010 – 2022

Toward a Successful Journey

The key objective of HeadStart has always been to set the stage for student success. All incoming WCDSB Grade 9's are welcomed and the benefits of the program support every student in some way. Whether students come from our Families of Schools or are new to WCDSB, there is a succession of participation year after year, which relies on Grade 8 teachers, Administrators, parent communities, peer-to-peer word of mouth and older siblings attending our WCDSB Catholic Secondary Schools recommending HeadStart as part of that rite of passage to secondary school.

By dispelling myths about high school, providing experiential opportunities to explore topics and real-world tasks that matter most to students, and answering questions during those fear-filled days leading up to the first day of high school, leads to meaningful support for their future success. Through meeting student leaders, peers, and teachers and experiencing their new school just a few days before school officially starts, students are better prepared academically, socially, emotionally, and spiritually for the first few days and weeks of Grade 9. These four half days serve as a foundation for students to start to build the knowledge and skills that will make up their student success toolkit. The parent survey and student feedback consistently reported that HeadStart successfully provides the opportunity to build confidence and capacity toward a successful start to students' high school journey.

Nurturing our Catholic Community: *Promote a culture of belonging and respect, that supports success for all.*

Goal: *Equitable access to learning opportunities*

Action: *Focus on Belonging / Inclusion in all school environments.*

Evidence: HeadStart gives students an opportunity to find their place in a new school environment, prepare them with the strategies, knowledge and experiential learning before the new school year begins as well as meet new peers from other former Elementary schools. The KPI of *seeing increased affirmative responses on Student Survey data* – giving students a voice pre & post programming was evidenced in the student reflection exercise (Letter to yourself) and/or student feedback opportunities and activities. A resounding 99.1% of the parent respondents surveyed would recommend HeadStart to future students entering grade 9. We received many wonderful comments in the parent survey as well as a few suggestions that could make future versions of the program even better!

Student Engagement, Achievement & Innovation: *Nurture a culture of Innovation; Foster maximum opportunity for success for all*

Goal: *Foster maximum opportunity for success for all*

Action: *Improve numeracy and Secondary literacy achievement*

Evidence: The infusion of literacy and numeracy skills development tasks during HeadStart are evident and intentional and set the tone for improving literacy and numeracy achievement at the start of the school year for students in their grade 9 classes. These skills will be measured through grade 9 data collection initiatives. In addition, the benefit of HeadStart is that it helps students get rid of most of their nervousness before school begins, so they can feel comfortable in their environment to engage in their learning and focus on academic success.



Sample literacy and numeracy activities over the course of this 12-hour program include:

- Opening combination locks
- Reading schedules / timetables and navigating the school
- School physical building scavenger hunt
- Website scavenger hunt
- Creating a Google slide presentation
- Q&A on sticky notes and in meetings with Link Crew
- Accessing and Navigating Google Classroom, Aspen and D2L
- Tour of Library Resource banks and research tools both physical and online
- Top 10 List of what makes you nervous
- Writing a letter to themself
- Pathway discussions

Building Capacity to Lead, Learn & Live Authentically: *Nurture the well-being of all students and staff*

Goal: *Increase in student attendance and engagement*

Action: *Intentional programming for students on well-being as a skill*

Evidence: HeadStart as an opportunity to become more comfortable, confident, informed and prepared to start high school, is implemented with the goal of decreasing student worries and stress. There are intentional elements that build on mental well-being and student capacity for resilience.

- HeadStart teachers reviewed strategies to improve mental well-being and strategies to manage stress.
- Special education teams (teachers and EA's) provided invaluable transitional support paralleled with some students who participated in HeadStart.
- Meeting new peers in the same setting every day allowed for meaningful connections to form and contributed to reducing anxiety.
- Gaining familiarity to navigate the physical school building according to their schedules, practicing how to open locks and lockers and meeting some staff ahead of time, were all identified repeatedly by students and through parent surveys as key benefits to increase student confidence and preparedness for entering Grade 9.

Other Key Performance Indicators specific to HeadStart:

- Numbers of HeadStart Registrations = 1092 students
- Retention rate (between registered and attending) = 93.6%
- Participation rate among all Grade 9's enrolled for September 1, 2022= 58% (up 4% from 2021 and 8% from 2020 yet slightly down from pre-pandemic 2019 by 2%)
- Satisfaction survey results from Parent Feedback Survey showed a 99.1% satisfaction / program recommendation rate

HeadStart 2022									
	Registered as of July 22, 2022	Attended	Dropped after Day 1 or no show	Total attendees by school	Grade 9's as of June registration numbers 2022	Participation rate (%)	2022 Participation Compared to 2021	2022 Participation Compared to 2020	2022 Participation Compared to 2019
Mons Doyle HS AM	84	82	2	150	244	61%	+6% (55%)	+5% (56%)	+1% (60%)
Mon Doyle HS - PM	76	68	8	236	377	63%	+23% (40%)	+16% (47%)	+8% (55%)
Resurrection HS AM	133	133	0	236	460	52%	+9% (43%)	+6% (46%)	-14% (66%)
Resurrection HS PM	107	103	4	238	250	61%	-5% (66%)	+7% (54%)	-4% (65%)
St. Benedict HS AM	130	122	8	238	440	57%	+15 (42%)	+5% (52%)	+2% (55%)
St. Benedict HS PM	127	116	11	250	1771	58%	+4% (54%)	+8% (50%)	-2% (60%)
St. David HS AM	106	96	10	152					
St. David HS PM	58	56	2						
St. Mary's HS AM	141	134	7	250					
St. Mary's HS PM	130	116	14						
Total Number of Participants	1092	1026	66	1026	1771	58%	+4% (54%)	+8% (50%)	-2% (60%)
93.6% retention									



What was NEW for HeadStart 2022

In follow-up to last year's recommendations, we:

- Were able to go back to large and full group activities of students.
- Utilized many indoor and outdoor spaces to best facilitate execution of team planning goals.
- Local school administrators made appearances at several schools.

Challenges

- Determining the best week to run the program is a challenge. There are pros and cons for both the third and fourth weeks of August. No week will be without challenges, but we choose the week based on what poses the least challenges and the most potential gain for students and staff.
- Summer is the main time for major renovations and custodial work in schools. This year 2 out of the 5 high schools were only confirmed within a week or two of the start of the program. This leads to challenges with double booking to have an alternative site, some extra planning and the potential for parents and students to withdraw at the last minute if it isn't in the high school setting, which is a key draw for students. Parent comments in the survey confirmed some would not attend if it was held at an elementary school.
- Final staffing wasn't finalized until a week before. As the number of summer programs available to students increase staffing gets more challenging for Program Managers, Administrators and the St. Louis Human Resources Department.
- Planning a program from outside a school building, as external staff and with staff participating who don't work at the school. Advance notice needed to acquire locks, produce locker assignments, photocopy codes, classroom keys, and other programming tools from the leads from the 5 high schools once registration is processed by St. Louis staff, but high school staff may be off for vacation days.

Strengths and Thanks

- Our Elementary schools did an exceptional job promoting this program. Most families were made aware of HeadStart by grade 8 communication with home, especially during high school registration process, (62%) or through child requests to register (32%), which indicates that many students were made aware of it at school or through info shared with parents through transition meetings (10%).
- Administrative Assistant Leads at the 5 Secondary schools who provide locks, timetables, keys, photocopy codes etc. are invaluable to overcome the challenge of planning a program externally.
- Custodial and Facility teams that work around the HeadStart class and space needs, to make it work
- The relationship between HeadStart Leads, HeadStart Principal and Custodians was strong on the program set-up days and throughout the program. This is such a critical resource to the success of the program.
- Summer Principal site visits daily as support.
- Some school chaplains and SAC and LINK staff and students were available that week.
- Support funding to hire special education support staff was invaluable.
- Passion for the program on the part of Michele Breault and Grazyna Jankowska from St. Louis, long standing and new energetic teaching staff and the elementary and secondary staff who promote it year after year---these things are the foundation of the program success.

Looking Ahead to 2023

- Continue half day format due to positive feedback from students, parents and staff.
- Continue to grow integrated and parallel programming opportunities if Special Education Transition funding continues.
- Explore online registration set-up options available via Aspen to gain efficiencies for significant set up required.
- Earlier access to IEP information for applicable staff in HeadStart program and Special Education program.
- Provide an intentional programming opportunity for administrators of that school or Summer Principal of HeadStart to do a brief meet & greet / Q&A with HeadStart students to help them understand role of Secondary Principals and VP's.
- Communicate with the high schools to identify and provide expectations and training to LINK students at each site in June to maximize their impact in the program as peer leaders.

Recommendation:

For Information to the Board

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Annalisa Varano
Superintendent of Learning

Rich Stehlik
Summer Principal, HeadStart

Lisa Mackay
Principal, St. Louis





Date: Sept 26, 2022
To: Board of Trustees
From: Director of Education
Subject: **Construction Projects - 2021-22 School Year**

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)

This report provides an update to Trustees on major capital construction projects undertaken during the 2021-2022 school year.

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

Alignment to the MYSP:

No active MYSP

Background/Comments:

During the 2021-2022 school year, numerous construction projects were undertaken at many of our schools throughout the Region. As in previous years, all projects were funded by the Ministry of Education and were related to School Renewal Allocation (SRA) funding, School Condition Improvement (SCI) funding and Capital Project funding. The provincial and federal governments also continued the COVID-19 Resilience Infrastructure Stream (CVRIS) to fund and address various infrastructure needs related to air quality with our spaces.

With this funding, approximately \$2.9 million was spent on SRA projects which capture non-building envelope items such as flooring, millwork, and painting; approximately \$9.3 million was spent on SCI projects capturing repairs to building components, energy efficiency projects, and improving accessibility; and approximately \$2.3 million was devoted to CVRIS projects such as heating, ventilation and air conditioning (HVAC) upgrades, replacement and refurbishing of portables, window replacement projects, and a variety of smaller projects.

Much of this work was conducted within a nine-week period through July and August.



COVID-19 continued to impact the manufacturing and delivery of supplies and materials throughout the summer. Knowing this could be a factor, provisions were made in our tender documents to allow for unfinished work to continue into September in the evening and weekends so that the school day would not be interrupted.

In addition to these projects, we have several major Capital projects underway:

- St Agnes CES addition- (190 new pp) underway- scheduled for May 2023 completion
- Huron Brigadoon CES (new 650 PP) underway- scheduled for September 2023 opening
- East Kitchener 7-12 (new 1400PP) in design – scheduled for September 2024 (TBD) opening
- St Patrick CES (new 527 PP) – scheduled for September 2024 (TBD) opening
- Rosenberg (new 527PP) – scheduled for September 2025 opening
- Cambridge joint project (joint school with WRDSB new 354 PP) – scheduled for September 2025 opening (TBD)
- Baden (new 294PP) - scheduled opening September 2026 (TBD)

Recommendation:

This report is for information purposes only.

Prepared/Reviewed By:

Tyrone Dowling
Director of Education

Adrian Frigula
Senior Manager of Facility Services

Shesh Maharaj
Executive Superintendent of Corporate Services

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board 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 CEO, subject in all instances to what otherwise actually occurred.



Construction Project for 2021-2022 year

SCHOOL	PROJECT DESCRIPTION
Blessed Sacrament	New roof section (1/2 of building) - New roofing complete with exception of outstanding metal flashing work.
Blessed Sacrament	3 classroom flooring replacement
Christ The King	APF003 - New Playground
Christ The King	APF003 - FDK upgrades
East Kitchener (New 7-12)	East Kitchener 7-12 School - Architect selected, LOI issued, design underway
Holy Rosary	Interior Childcare upgrades
Holy Spirit	APF003 -FDK Turf installation
Huron-Brigadoon (New school)	new elementary school - structure, block, precast, underground services underway
Monsignor Doyle CSS	APF003 - changes to Computer rm 49
Monsignor Haller	APF003 - New playground

Monsignor Haller	APF003 - New universal washroom, storage room
Holy Family	Capital Improvement - upgrades exterior pylon sign to LED
Our Lady of Grace	APF003 - New Playground
John Sweeney	Lighting Exterior upgrades
Resurrection CSS	Spec Ed - install film on windows in room 119
Resurrection CSS	Capital Improvement-chapel skylight repairs, testing completed, skylight repair completed
Resurrection CSS	APF003- New bottle fill station
Resurrection CSS	Washroom hardware Upgrade, new signage
Resurrection CSS	APF003 - IT support office change
Resurrection CSS	APF003 - new Bleachers and concrete pad for field (underway)
Monsignor Haller	Capital Improvement - staffroom millwork, main office flooring, interior signage
Resurrection CSS	replacement of mechanical room Heat pumps/ AHUs

Rosenberg (New school)	new elementary school - space template with ministry
St. Agnes (Renovation)	8 classroom addition, new gym, library retrofit foundations underway, school is operational
St. Aloysius	A/C to kindergarten portion, BAS underway, unit to arrive in spring
Resurrection CSS	APF003 - New Exterior Sculpture
St. Aloysius	APF003 Playground, underway
St. Anne - Cam.	APF003 Playground, mulch outstanding
St. Benedict CSS	A/C in the tech annex- paid for through new Federal air quality funding, Design with DEI underway
St. Aloysius	Staffroom exhaust system controls upgrade
St. Clement	Capital Improvement - staffroom millwork
St. Bernadette	APF003 Playground, underway
St. Bernadette	APF003 - Staffroom Door
St. Anne - Cam.	Capital Improvement - Exterior classroom and landscaping - Aug

St. Daniel	Wheelchair accessible ramp to play area
St. Clement	APF003 - Outdoor Classroom -
St. David CSS	APF003 - Exterior signage, approved, fabrication underway
St. Benedict CSS	APF003 Outdoor seating Replacement, approved, underway
St. David CSS	APF003 - Religion workroom, summer holiday timeline
St. David CSS	Heat pump replacement for entire school
St. Elizabeth	heat pump replacement for entire school
St. Brigid	Capital Improvement - New Baseball diamond
St. Elizabeth	APF003 New turf, extended FDK area
St. Gregory	APF003- New Playground
St. John	APF003 Playground, not arriving until after sept
St. John	New turf over small existing grass/mud in play yard

St. Gabriel	APF003 - New basketball nets
St. John Paul II	New Gaga Ball pit
St. Joseph - Cam.	APF003 New Playground
St. Joseph - Cam.	All new exterior window replacement/ wall section replacement
St. Louis - Kit.	Phase 2, - washroom upgrades, basement remediation, locker removal, salon renovation, interior doors and hardware, new lift
St. Mary's HS	Capital Improvement -renovate storage room 262 into office, window frosting for 204, 2nd sink in West 2, exterior seating upgrades, cafe stainless countertops, landscaping
St. Mary's HS	1/3 new roof /flashing work outstanding, masonry underway, roof to be completed Sept 24th
St. Matthew	heat pumps, washroom upgrades, corridor ceiling, interior doors, interior signage. Commissioning of heat pumps ongoing. Wood doors arrive Oct 10th.
St. Nicholas	Capital Improvement - exterior school name (sign), paint exterior cross, scoreboard
St. Patrick	new elementary school - space template with ministry
St. Peter	APF003 - Rear Parking lot revisions,
St. Peter	APF003 - New playground, mulch outstanding

St. Teresa of Avila - Elm.	Capital Improvement - exterior playground drainage
St. Teresa of Avila - Elm.	commissioning of mechanical /BAS system
St. Micheal	APF003- New playground
Monsignor Doyle CSS	Renovations to Rm 49 - removal of walls, new windows & overhead door for shop classroom, etc.
St. Bernadette	Staff room door infills
Chris the king	APF003 - New playground
Various	Whiteboard Project - new whiteboards in all high schools classrooms



Date: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: IV 005 Exemption Request

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)

In keeping with our Multi-Year Strategic Plan and Budget Setting Process, it is essential to monitor actual student enrolment in relation to planning and budget setting projection numbers, in order to ensure proper stewardship of resources and appropriate levels of employee hiring. The following report provides an update on student enrolment numbers as of September 16 and September 12, 2022.

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

Policy I 001 - Ends
Policy IV 005 - Hiring and Promotions
Policy IV 007 - Financial Planning/Budgeting

Alignment to the MYSP:

N/A

Background/Comments:

Elementary Enrolment

September 12, 2022	Budget 2022/23	September 13, 2021
17,684	17,300	17,111

- The year over year increase in elementary students is 573.
- Current enrolment is 384 students above the budget projection.
- Enrolment at St. Isidore is 139, a decrease of 476 students from September 2021.



Secondary Enrolment

Head Count September 16/22	FTE Projection Oct. 31/22	Average Daily Enrolment Projection 2022/23 victory lap students	Budget (Average Daily Enrolment) 2022/23	Average Daily Enrolment (rev est) 2021/22
7,790	7,344	7,235	7,500	7,280

The Average Daily Enrolment (ADE) projection will be calculated again after October 31, 2022.

Recommendation:

This report is offered for the information of the Board.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Kerry Pomfret
Superintendent of Human Resources

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board 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 CEO, subject in all instances to what otherwise actually occurred.





Date: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: Appointment of Members to Election Expense Compliance Audit Committee

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)

Trustees are required to appoint members to an Election Expense Compliance Audit Committee. This report provides details on recommended appointments to this committee.

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

[Municipal Elections Act "Compliance Audits and Reviews of Contributions"](#) Sections 88.33, 88.34, and 88.37
[Trustee Determination and Distribution Guide for Ontario District School Boards 2022](#) (Province of Ontario)

Alignment to the MYSP:

N/A

Background/Comments:

Every district school board in Ontario must create and appoint members to an Election Expense Compliance Audit Committee by October 1, 2022. The Committee's role is to review complaints made by ratepayers about election expenses incurred by trustee candidates and if deemed necessary, contract with a third party auditor to assess their compliance with legislation.

The Committee is to be composed of three to seven people, none of whom can be members of the school board, an employee, or a candidate in the election.

The detailed responsibilities of the Committee and prescribed audit process are set out in sections 88.33, 88.34 and 88.37 of the Municipal Elections Act, 1996. Members of the Committee serve until the next municipal election and begin their term on November 15, 2022. This Committee will meet on an as-needed basis. To date there has never been a meeting of this Committee.



WCDSB's practice has been to ask the two community members sitting on the Board's Audit Committee and the two community members sitting on the public board's audit committee to occupy these roles.

Using this methodology, the following individuals are being recommended to become members of the Board's Election Expense Compliance Audit Committee:

Jennifer Gruber
Zeynep Danis
Sharmilla Rasheed
Jeff Weir

Each of the individuals listed above meet the criteria to sit on the committee, and all have agreed to volunteer.

Recommendation:

That Jennifer Gruber, Zeynep Danis, Sharmilla Rasheed, and Jeff Weir be appointed to the Board's Election Expense Compliance Audit Committee effective November 15, 2022 until the next municipal election.

Prepared/Reviewed By: Tyrone Dowling
Director of Education

Shesh Maharaj
Executive Superintendent of Corporate Services

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board 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 CEO, subject in all instances to what otherwise actually occurred.





Date: September 26, 2022
To: Board of Trustees
From: Director of Education
Subject: September 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)

Executive Limitation IV 012 Communication to Board

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:

September has been a month that has passed by quickly but there have been several events that have marked the hope-filled beginning of the 2022-23 school year. We have been able to open in a manner closely resembling the school year openings prior to the onset of the pandemic, with students again beginning the year in person and looking forward to many activities that were paused over the past few years returning. Our enrolment has seen an increase in both the elementary and secondary panel. This is positive growth for our system; however, it continues to place challenges on our staffing levels. Our Human Resources department is working diligently to recruit and hire staff to address the ongoing strain that these demands continue to place on our system. As we continue to work through these challenges, we are witnessing the dedication of staff to deliver a rich faith-based, curricular and extra-curricular experience for all our students. We are thankful for the energy and enthusiasm that staff have begun the year with and sharing with our school communities.



Some of the meetings that were held in September have included:

- Executive Council meetings -- once a week
- Academic Council meetings – once a week, however some have been postponed or added to Executive Council due to scheduling conflicts
- Chairs and Directors of Education Teleconference with Minister Lecce – Tuesday afternoons (bi-weekly)
- I have fielded media inquiries; completed a radio interview, TV interview and some print interviews.

A few other highlights from these opening weeks include:

- Met once a week with the Sr. Manager of Equity to discuss roles/plans for Systems Navigator and resources; debrief with PD partner who delivered equity training for Executive Council; met with PD partner who is delivering equity training for Superintendents, Principals and Vice-Principals; attended meetings in relation to our student census work.
- Attended an Audit committee meeting
- Participated in several meetings and conversations with the Chair of the Board.
- Attended Equity training with K – 12 administrators
- Participated in the K-12 Administrators' meeting and provided my last Director's Update.
- Visited and toured Monsignor Doyle, Holy Spirit, St. Vincent de Paul, St. Anne Cambridge, St. Brigid, St. Gregory, St. Augustine, St. Benedict, St. Margaret, St. Teresa of Calcutta, Christ the King, St. Peter and St. Michael with the school administrator and met some school staff. Will visit Our Lady of Fatima, St. Gabriel, St. Elizabeth, St. Joseph, Blessed Sacrament, John Sweeney and Monsignor Haller.
- Attended SWCODE meeting
- Attended OCSTA West Region Fall Meeting - London
- Attended Unveiling of Every Child Matters Crosswalk in Victoria Park
- Met with Director Notten to facilitate transition conversations
- Met with Assistant Deputy Minister - Equity Secretariat Case
- Met with Spiritual Animator – Fr. Joseph
- Engaged in ongoing work with Board researcher on the MYSP report card and next iteration of the MYSP
- Met with Administrator Association Co-chairs
- Will be meeting with WRPS Interim Chief Goodman
- Will be meeting with Deputy Minister Naylor



- Attended the Secondary Administrators' meeting
- Will interview for new Superintendent of Learning.

Recommendation:

This report is for the information of the Board

Prepared/Reviewed By: Tyrone Dowling
Director of Education

*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board 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 CEO, subject in all instances to what otherwise actually occurred.





**Waterloo Catholic
District School Board**
Quality, Inclusive, Faith Based Education

Date: September 26, 2022
To: Board of Trustees
From: Student Trustees
Subject: September 2022 Student Trustee Report

Type of Report: Incidental Information

Type of Information: Information only of the activities of the Board Chair

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

Policy II 011 Student Representation on the Board
Policy II 012 Student Trustee Role Description

Background/Comments:

September 2022 amplifies the importance of reinstating past school traditions and events within our school communities. With students thrilled to be back and participating in a “normal” school environment, student councils are welcoming students back with initiatives both similar and different to those hosted before the pandemic. A focus is in place to support grade nine students through their transition to high school, emphasizing the importance of creating a positive school culture at all WCDSB schools. With students ready to get involved and create change, students are hopeful for a brighter future ahead this year.

Common Activities Hosted by The Schools:

- **Introductory SAC (Student Activities Council) Meetings & Retreats:** All student councils from the five high schools participated in full council meetings to discuss upcoming events within their respective schools. St. Mary’s and Monsignor Doyle both had executive meetings with selected members to discuss further in detail how they can support their peers in leadership growth as well as set goals for the upcoming year. St. David’s and St. Benedict’s both participated in overnight Summer retreats at Camp Kintail and Monsignor Doyle hosted a two-day

leadership retreat at their school. As well, David's student council participated in a leadership workshop, to further develop their leadership skills.

- **Welcome Back-to-School Activities:** All high schools placed an emphasis on welcoming students back into their school community. St. David's, St. Benedict's, St. Mary's, and Monsignor Doyle all hosted co-curricular fairs to display the activities students can participate in within the school community. St. David's and St. Mary's both hosted lunch events, providing ice cream sandwiches, hot chocolate, coffee, and tea to their students, while also running games and photo booths. Monsignor Doyle created a positive environment in the halls by playing music through the announcements in the morning. St. Mary's hosted their first full school assembly since before the pandemic. All schools also shared important back-to-school information through their social media accounts prior to the first day of school.
- **Grade Nine Events:** Schools placed a focus in the month of September on encouraging grade nine students to become involved with school events. St. David's hosted an assembly with all their grade nine students. St. Benedict's and Resurrection hosted events to share more information with grade nine guardians. Resurrection also hosted a BBQ for both grade nine students and their families. St. Mary's and Resurrection both hosted "Niner Week", which includes many different activities for them to make new friends. St. David's, St. Benedict's, and St. Mary's all hosted grade nine dances. Monsignor Doyle hosted a movie night for its grade nine students. All student councils are recruiting grade nine students to their councils, to provide a voice for the grade, as well as help develop their leadership skills further.
- **Orange Shirt Day:** All high schools across the board are participating in orange shirt day on September 30th to spread awareness about the history of residential schools. A focus was placed on sharing the impact residential schools had on Indigenous communities and individuals. Resurrection is collaborating with Empowering Change (a student-run group), to share information with the school community. Monsignor Doyle created a slide show highlighting the importance of participating in orange shirt day. As well, they placed QR codes around the school that took students to resources surrounding individual experiences in residential schools and different organizations that support the cause.
- **Developing Effective Communication:** All student councils are working hard to develop communication platforms that are effective for this school year. All student councils continue to be active on their respective social media accounts. St. Benedict's is developing an introduction video showcasing their student council to be shared with students. St. Mary's and Resurrection developed communication boards to share information directly within their school building.

Student Trustee Role Update:

- **Introductory Student Senate Meeting:** On Wednesday September 21st, the student senate held the first meeting of the 2022-2023 school year at St Mary's High School. Within the two hour long meeting, the senate discussed initiative possibilities for the upcoming school year to encourage student engagement and support. Matters for senate events such as SAC Unity and ESLC were also discussed, such as guest speakers, presentations and participant involvement activities.

- **2022-23 Senate Theme Selection:** By coordinating with the co-president senate members, the Student Trustee's can further ensure that the theme for this school year will accurately represent what the students of WCDSB can benefit from. The selected theme is going to be the foundation for all future senate led events, and thus needed to be applicable to the wide demographic of our students. The official selected theme was decided on the evening of September 21st and trustees will be updated on the senate theme at the September 26th Board of Trustees meeting.
- **Welcome Back Senate Initiative:** The student senate plans to begin the year with creating a "welcome back" styled introductory post for each of the five high schools' Instagram accounts. The goal of the post is to introduce the year in a positive and energetic light for student's to be excited about. The post will be ready for uploading within early October. The student senate is also organizing for the implementation of monthly student senate and SAC activities like team building exercises to encourage leadership and teamwork.
- **OSTA-AECO Fall Annual General Meeting Invitation:** Student Trustee's were invited to attend the OSTA-AECO Fall Annual General Meeting from October 20th to October 23rd in Toronto. Student Trustee's will be participating in workshop activities, presentations and networking opportunities.

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: **Chloe Armstrong and Anika Fejerpataky**, Student Trustees

"Bylaw 4.2 "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: Sept 26, 2022
To: Board of Trustees
From: Chair of the Board
Subject: Chair's Report

Type of Report: ☒ Incidental Information
Type of Information: ☒ Information only of the activities of the Board Chair

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

Policy I 001 Ends
Policy II 003 Board Job Description
Policy II 004 Advocacy and Advertising

Background/Comments:

- Together with all trustees, devoted a significant portion of the summer on the process of selecting a New Director of Education.
- Worked with communications team, media outlets on good news articles, in particular our hiring of Director Dowling.
- Participated in several meetings and calls with Director Dowling regarding board matters and on-going items.
- Attended bi-weekly Teleconference calls with Minister Lecce, and provided regular updates to the full board.
- Attended Catholic School Foundation Links Fore Learning event.
- Attended Tiny Home Take-out "Hunger No More Fundraising" event.
- Participated in OCSTA Regional Meeting in London on September 19, 2022

Recommendation:

This report is for the information of the Board.

Prepared/Reviewed By: Jeanne Gravelle, Chair of the Board

*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."



2022-23 Catholic Education Theme

“We are Many, We are One”

As in previous years, the theme for Catholic Education Week – “We are Many, We are One” is a theme that will be reflected throughout the year in the classroom and liturgical resources developed by the Catholic Education Week Committee.

For your convenience, here is a direct link to the [First Week of School Kit Memo](#) from OCSTA’s Director of Catholic Education, Anne O’Brien, that was sent to boards at the beginning of the school year to provide context and information on the beginning of school resources available directly from the OCSTA website.

Queen Elizabeth II: 1926 – 2022



On this first week of the 2022-23 school year, our province, the nation, and millions of others around the world mourned the passing of HM Queen Elizabeth II. In addition to OCSTA's [online commemoration](#) for Queen Elizabeth, we share here the published [statement](#) from the Canadian Conference of Catholic Bishops.

First Week of School – CDSB Snapshots



Divine Mercy
@DMY_YCDSB

The JOY of recess! These keen students found a grasshopper in the playground and quickly returned it to its home in the grass. These kids are eternal hoptimists! 🐛🐛🐛 @RoseTrustee @jennifer_sarna @DomenicScuglia



6:57 PM · Sep 8, 2022 · Twitter for iPhone

York CDSB







Mrs. Cosentino
@MrsKCosentino

@HWCDSB @stthces. #HWCDSBfirstday ready to meet my grade 3s! 🍌 Have a fun and safe year everyone!



Hamilton-Wentworth CDSB

<div data-bbox="245 212 570 254">  London District Catholic School Board @LDCSB </div> <div data-bbox="238 270 782 331"> <p>Our #LDCSBCommunity, celebrated the first day back to school yesterday 🍁</p> </div> <div data-bbox="238 352 784 386"> <p>👉 Scroll right to see the #LDCSBFirstDay excitement!</p> </div> <div data-bbox="238 409 790 468"> <p>📢 Remember to share your Back to School Photos on social media with the hashtag #LDCSBFirstDay.</p> </div> <div data-bbox="245 480 797 793">  </div> <div data-bbox="238 804 487 827"> <p>7:00 AM · Sep 8, 2022 · Hootsuite Inc.</p> </div> <div data-bbox="436 858 617 890" data-label="Caption"> <p>London DCSB</p> </div>	<div data-bbox="883 222 1310 273">  Saint Oscar Romero Catholic Secondary School @romeroraiders </div> <div data-bbox="880 291 1490 357"> <p>Student Chaplaincy Leaders are getting ready for some great Fall events! 🍁🍁</p> </div> <div data-bbox="880 352 1435 413"> <p>More good things are on the way, Romero School Family! ❤️</p> </div> <div data-bbox="880 411 1110 474"> <p>#WeRFamily #RomeroChaplaincy</p> </div> <div data-bbox="883 485 1490 793">  </div> <div data-bbox="880 804 1190 827"> <p>4:16 PM · Sep 8, 2022 · Twitter for Android</p> </div> <div data-bbox="873 852 1143 894" data-label="Caption"> <p>Toronto CDSB</p> </div>
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OCSTA Fall Regional Meetings Schedule

OCSTA's Fall Regional Meetings provide an opportunity for trustees to network with regional peers and discuss local issues and priorities with OCSTA's executive and staff. If you have not yet registered, please contact your board office to be added to the attendance list for your region. Below please find the schedule and click [here](#) for the agenda.



Ontario Catholic School
Trustees' Association

<p><u>WEST</u> Monday, September 19 9:30 a.m. – 2:30 p.m. Hosted by: London DCSB Location: Monsignor Feeney Boardroom 5200 Wellington Road South London, ON N6E 3X8</p>	<p><u>EAST</u> Thursday, September 22 9:30 a.m. – 2:30 p.m. Hosted by: CDSB of Eastern Ontario Location: Room 027 – Greg McNally Boardroom 2755 Highway 43 Kemptonville, ON K0G 1J0</p>
<p><u>CENTRAL</u> Tuesday, September 27 9:30 a.m. – 2:30 p.m. Hosted by: Dufferin-Peel CDSB Location: Room 301 40 Matheson Boulevard West Mississauga, ON L5R 1C5</p>	<p><u>NORTH WEST</u> Thursday, September 29 9:30 a.m. – 2:30 p.m. Hosted by: Thunder Bay CDSB Location: Boardroom 459 Victoria Ave. W. Thunder Bay, ON P7C 0A4</p>
<p><u>NORTH EAST</u> Saturday, October 1 8:30 a.m. – 1:00 p.m. (virtual – no fee) Hosted by: Huron-Superior CDSB <i>Registration is required. A zoom link will be provided to those registered closer to the meeting date.</i></p>	

2022 Short-Video Contest for CDSB Students



OCSTA is pleased to announce the return of the OCSTA Short Video Contest which this year celebrates the Catholic Education Week theme for the year – Catholic Education: We are Many, We are One. This year’s theme provides an opportunity to deepen our understanding of how the life of Jesus Christ and acts of Christian service help to define the Catholic identity of our Catholic schools. To see a sample of a previous winning video entry and contest submission details please click [here](#) or [download PDF](#) document.

Catholic Education Leadership Speaker Series

As was communicated in a recent memo from President Daly, OCSTA is once again hosting the Catholic Education Leadership Speaker Series beginning on September 26th at 6:30 p.m.

The featured presentation is about the launch of the OCSTA initiative – Catholic Virtual Ontario.

Attendees of this event will learn about:

- the impetus for developing CVO, and;
- the design and creation of a distinctive learning framework and content that
 - places Christ at the centre;
 - advances the goals of Catholic education (including Catholic Graduate Expectations);
 - nurtures student engagement, and;
 - leverages system wide cooperation

This presentation is part of OCSTA's priority on encouraging conversations and sharing information with regard to the distinct identity of Ontario's Catholic schools and the role of Trustees in promoting that vision. The session is designed to provide Trustees and others with information that they can take back to their respective communities to help promote and strengthen publicly funded Catholic education.

Please download [this memo](#) for further details and registration information.

OCSTA Faith Formation Series – Online Access

The OCSTA Together in Faith series of faith formation publications is available for download directly from the OCSTA website at the following link:

<https://www.ocsta.on.ca/together-in-faith-series/>

At the website link above you will find the following publications:

- *Together in Faith: Home, School, Parish* booklet
- *Together in Faith: Care for Our Common Home. A Collection of School Board Practices* booklet, and
- Recently released: *Together in Faith – Adult Faith Formation – Catholic Leadership Development. A Collection of School Board Practices*

From: [OCSTA - Connie DeMelo](#)
To: [OCSTA - Connie DeMelo](#)
Subject: OCSTA Memo: Truth & Reconciliation - Resources
Date: Wednesday, September 21, 2022 11:21:36 AM

Caution - External Email - This Message comes from an external organization. Do NOT click on unrecognized links or provide your username and/or password.

September 21, 2022

MEMORANDUM

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

CC: OCSTA Directors and Staff
Board Secretaries and Administrative Assistants

FROM: Patrick J. Daly, President

SUBJECT: Truth and Reconciliation - Resources

In recognition of *Truth and Reconciliation Week, September 26-30*, and the second annual *National Truth and Reconciliation Day on September 30*, OCSTA has organized online a number of resources to provide historical background and information regarding current actions

being taken at Catholic District School Boards across Ontario to foster greater awareness, understanding and respect for Indigenous people of Canada.

We are committed to ensuring that all students participate in focused learning about the histories, cultures, perspectives and contributions of Indigenous Peoples. Through Active Listening, Prayer and Right Action we journey together with our Indigenous Sisters and Brothers in a spirit of Truth and Reconciliation.

Please visit the following link to learn more:

<https://www.ocsta.on.ca/2022-national-day-for-truth-and-reconciliation/>

You are also invited to download and share information regarding a special Youth event on September 29th in Mississauga entitled “**We Are All Related**” sponsored by the National Centre for Truth and Reconciliation – information regarding this in-person and virtual event is provided on the following flyers:

[We Are All Related - 1](#)
[We are All Related - 2](#)

Patrick J. Daly

CONNIE ARAUJO-DE MELO | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Avenue West, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 226



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THE 36TH ANNUAL FATHER PATRICK FOGARTY AWARDS DINNER

Saturday, October 29, 2022
at 6:00pm

**Celebrating the outstanding contribution to
Catholic Education in Ontario.**
Honouring the recipients of the

- 2022 Catholic Student Award
(one student from each Ontario Catholic high school)
 - 2022 Michael Carty and Michael Monk Awards
 - Foundation's 2022 Medal of Honour, the
Honourable Justice Peter D. Lauwers
 - Foundation's 2021 Medal of Honour,
Ann Hawkins and Michael Pautler
-

TORONTO AIRPORT MARRIOTT HOTEL
901 Dixon Road, Toronto, ON

Early Bird Tickets: \$175 per person
After October 14th - Tickets: \$195 per person
(partial credit allowed under the Income Tax Act)



FOR TICKET RESERVATIONS:

The Father Patrick Fogarty Awards Dinner
Catholic Education Foundation of Ontario
80 Sheppard Ave. E., Toronto, ON M2N 6E8

Tel: 416-229-5326
Fax: 416-229-5345
cefo@tcdsb.org
www.cefontario.ca

Alice Figueiredo

From: OCSTA - Connie DeMelo <CDeMelo@ocsta.on.ca>
Sent: Monday, September 19, 2022 7:14 AM
To: OCSTA - Connie DeMelo
Subject: OCSTA Memo: "Don't Demonize - or Divinize - the Powerful" - Bishop Barron's Sunday Sermon

Follow Up Flag: Follow up
Flag Status: Completed

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Ontario Catholic School
Trustees' Association

September 19, 2022

MEMORANDUM

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

CC: OCSTA Directors and Staff
Board Secretaries and Administrative Assistants

FROM: Patrick J. Daly, President

SUBJECT: "Don't Demonize—or Divinize—the Powerful" –
Bishop Barron's Sunday Sermon

I thought Bishop Barron's homily from yesterday would be of interest to you.

Bishop Barron's latest [Sunday Sermon](#) is now available!

Watch this week's Sunday Sermon, "Don't Demonize—or Divinize—the Powerful," on [YouTube](#) or listen for free on the [Hallow app](#)



CONNIE ARAUJO-DE MELO | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Avenue West, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 226



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Alice Figueiredo

From: OCSTA - Connie DeMelo <CDeMelo@ocsta.on.ca>
Sent: Thursday, September 15, 2022 1:21 PM
To: OCSTA - Connie DeMelo
Subject: OCSTA Memo: Catholic School Trustee Professional Development

Follow Up Flag: Follow up
Flag Status: Completed

Caution - External Email - This Message comes from an external organization. Do NOT click on unrecognized links or provide your username and/or password.



Ontario Catholic School Trustees' Association

September 15, 2022

MEMORANDUM

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

CC: OCSTA Directors and Staff
Board Secretaries and Administrative Assistants

FROM: Patrick J. Daly, President

SUBJECT: Catholic School Trustee Professional Development

As you know, Trustee faith formation and professional development are priorities for the OCSTA. In this regard and in support of local Catholic School Boards' new Trustee orientation plans, following the upcoming election we will be hosting virtual sessions on Trustee Conflict of Interest and Robert's Rules of Orders for committee and board meetings. These 1.5 hour sessions will take place at 6:30 p.m. on *November 23, 2022* (Robert's Rules of Order) and *November 30, 2022* (Conflict of Interest). All Trustees current and newly elected are invited to attend.

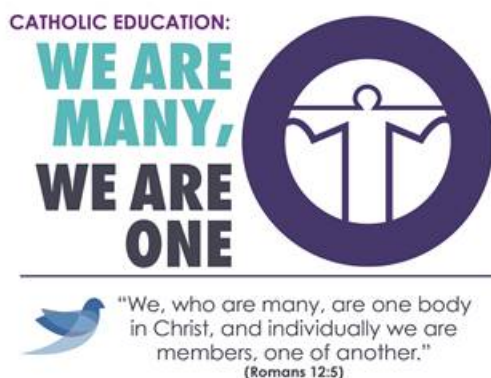
The panel presentation for the evening will include Certified Parliamentarian Atul Kapur, and Legal Counsel Eric Roher of Borden Ladner Gervais LLP.

Registration for this event will open on October 25. At that time, a memo will be issued containing the registration link. We ask you to please share this information with current Trustees and those newly elected on October 24, 2022.

If you have any questions, please do not hesitate to contact me at pdaly@ocsta.on.ca or Nick Milanetti at nmilanetti@ocsta.on.ca.



CONNIE ARAUJO-DE MELO | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Avenue West, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 226



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Alice Figueiredo

From: OCSTA - Connie DeMelo <CDeMelo@ocsta.on.ca>
Sent: Monday, September 12, 2022 2:30 PM
To: OCSTA - Connie DeMelo
Subject: OCSTA Memo: Papal Visit Presentation - Pilgrimage of Healing, Reconciliation and Hope
Attachments: OCSTA Presentation - Papal Visit to Canada - Sept. 8 2022 pdf.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Caution - External Email - This Message comes from an external organization. Do NOT click on unrecognized links or provide your username and/or password.



Ontario Catholic School
Trustees' Association

September 12, 2022

MEMORANDUM

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

CC: OCSTA Directors and Staff
Board Secretaries and Administrative Assistants

FROM: Patrick J. Daly, President

SUBJECT: Papal Visit Presentation- *Pilgrimage of Healing, Reconciliation and Hope* (July 24-29, 2022)



**WALKING
TOGETHER**
POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**
PAPE FRANÇOIS CANADA 2022

Last week, the OCSTA First Nation Trustees Advisory Council was pleased to host Neil MacCarthy, Senior Lead Communications: Papal Visit to Canada, to provide an overview on the *Pilgrimage of Healing*,

Reconciliation and Hope (July 24-29, 2022), and to share his thoughts, moments of encounter and some pictures of this historic visit.

In his presentation, Neil shared various aspects of Pope Francis' tremendous example of listening, personal witness, humility, and authenticity. He reviewed a number of communications with the council including significant steps taken over the past year and what each of us can do to join in the journey of healing, reconciliation and hope.

Attached please find the slide presentation, which you are invited to share with others. I would like to thank Neil for his excellent presentation and the members of the Advisory Council for strengthening our commitment to; active listening, prayer and right action.



Attachment

CONNIE ARAUJO-DE MELO | Ontario Catholic School Trustees' Association | 1804-20 Eglinton Avenue West, Box 2064, Toronto, ON M4R 1K8 | t 416-932-9460 ext. 226



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**WALKING
TOGETHER**
POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**
PAPE FRANÇOIS CANADA 2022

**A PILGRIMAGE OF HEALING,
RECONCILIATION AND HOPE
JULY 24 – 29, 2022**

Presentation by Neil MacCarthy, Senior Lead Communications, Papal Visit to Canada

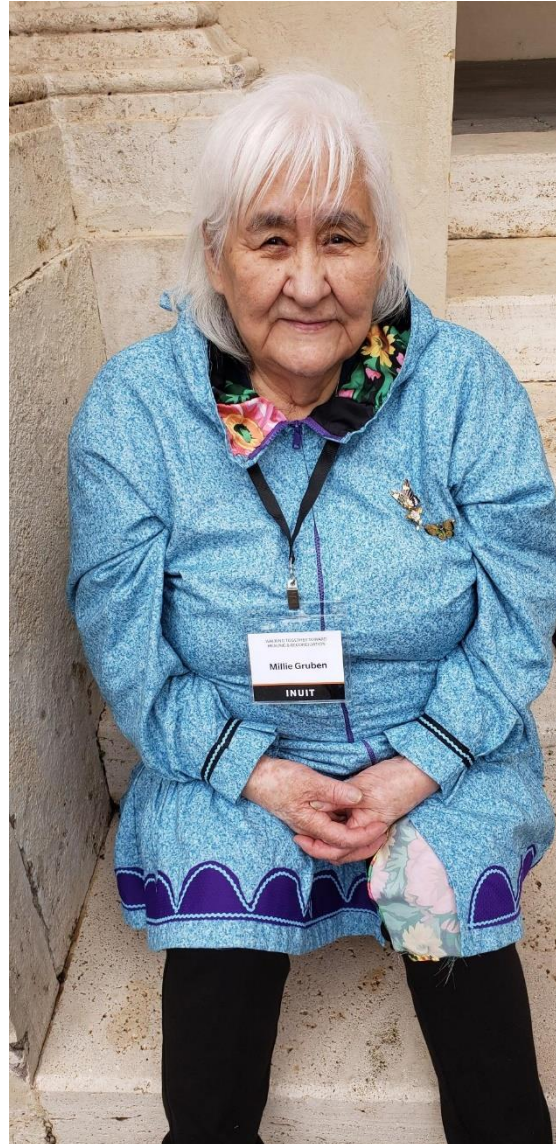


**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022



The journey of listening and dialogue with Pope Francis began in Rome – March 2022.

Survivors – the focus of our efforts.



**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022



A Humble Pilgrim

Listening, Personal Witness,
Humility, Authenticity



**WALKING
TOGETHER**
POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**
PAPE FRANÇOIS CANADA 2022



“I think back on the tragic situations that so many of you, your families and your communities have known; of what you shared with me about the suffering you endured in the residential schools.

These are traumas that are in some way reawakened whenever the subject comes up; I realize too that our meeting today can bring back old memories and hurts, and that many of you may feel uncomfortable even as I speak.

Yet it is right to remember, because forgetfulness leads to indifference and, as has been said, “the opposite of love is not hatred, it’s indifference... and the opposite of life is not death, it’s indifference” (E. WIESEL). To remember the devastating experiences that took place in the residential schools hurts, angers, causes pain, and yet it is necessary.”



**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022

“Today I am here, in this land that, along with its ancient memories, preserves the scars of still open wounds. I am here because the first step of my penitential pilgrimage among you is that of again asking forgiveness, of telling you once more that I am deeply sorry.

Sorry for the ways in which, regrettably, many Christians supported the colonizing mentality of the powers that oppressed the Indigenous peoples. I am sorry. I ask forgiveness, in particular, for the ways in which many members of the Church and of religious communities cooperated, not least through their indifference, in projects of cultural destruction and forced assimilation promoted by the governments of that time, which culminated in the system of residential schools.”





**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022

Moments of Authentic Encounter





**WALKING
TOGETHER**
POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**
PAPE FRANÇOIS CANADA 2022





**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022





**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022





**WALKING
TOGETHER**

POPE FRANCIS CANADA 2022

**MARCHER
ENSEMBLE**

PAPE FRANÇOIS CANADA 2022

Papal Visit to Canada was an historical and critical moment in the ongoing healing journey. In conversations with Indigenous sisters and brothers, we have heard:

- Calls for greater transparency with the preservation and disclosure of residential school records;
- Asks for support to address the issue of Indigenous artifacts housed at the Vatican Museum;
- A desire to affirm the inherent rights of Indigenous people and to clarify the historical policies and principles often referred to as the “Doctrine of Discovery”;
- An invitation to walk with First Nations, Métis and Inuit communities in addressing systemic injustices which continue to today; and
- To financially support initiatives that advance healing and reconciliation.





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TOGETHER**

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Significant steps have taken over the past year including:

- Dioceses/religious orders working with Indigenous partners to provide historical records (residential schools)
- Delegation to Rome to meet with Pope Francis – March/April 2022
- Papal Visit to Canada planned in record time – 4 months vs 12 – 18 months.
- Pledge of \$30 M to support healing & reconciliation (\$5 million raised to date – Archdiocese of Toronto collection will take place October 1/2 for those who wish to participate.
- Education of clergy/staff/schools – history and legacy of residential schools – this journey continues.



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What can each one of us do to join in the journey of healing, reconciliation and hope?

Consider how we might “walk together” in our own communities through:

- Education
- Engagement
- Advocacy



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Thank You!



Number: II 002

Subject: Governing Style

Approval Date: May 26, 2008
Effective Date: May 26, 2008
Revised: May 25, 2009; January 28; 2013; May 27, 2013; December 12, 2016,
October 29, 2018

ACCESSIBILITY:

To request this file in large print, please email aoda@wcdsb.ca or call (519) 578-3660.

POLICY STATEMENT:

The board will govern with an emphasis on a) outward vision rather than an internal preoccupation, b) encouragement of diversity of viewpoints from within the system and the community, c) strategic leadership more than administrative detail, d) clear distinction of board and chief executive roles, e) collective rather than individual decisions, f) considering past, present and future, and g) proactivity rather than reactivity.

On any issue, the Board must ensure that all divergent views are considered in making decisions, yet must resolve into a single organizational position.

More specifically, the Board will:

1. Operate with a clearly stated governance model that demonstrates its legal and moral obligation to represent the interests of the Catholic ratepayers of Waterloo Region and details the responsibilities that fulfill this obligation.
2. Allow no officer, individual or committee of the board to hinder or be an excuse for not fulfilling this commitment.
3. Direct, control and inspire the organization with thoughtful establishment of the broadest organizational policies reflecting the Board's values.
4. Cultivate a sense of group responsibility. The board will be responsible for excellence in governing. The board will be an initiator of policy and the board will use the expertise of individual members to enhance the knowledge and ability the board as a body, rather than to substitute their individual judgments for the board's values.
 - a. In accordance with this discipline, the board will only allow itself to address a new topic within the context of a Board meeting after it has answered these questions:



- i. What is the nature of the issue?
 - ii. What is the value that drives the concern?
 - iii. Is this a shared issue?
 - iv. Whose issue is this? Is it the board's or is it the CEO's?
 - v. Has the board dealt with this subject in policy? If so, what has been said? Does the board wish to change what it has already said?
 - vi. If the matter is several levels below board level, what is the broadest way to address the issue so that it is still under existing board policy? Is that policy sufficient to deal with the concern?
 - b. It is out of order for board members to talk about content until these questions of appropriateness are settled.
5. Enforce upon itself whatever discipline is needed to govern with excellence, in compliance with Policy II 007.
6. Ensure that continual board development will include orientation of new members in the board's governance process and on-going discussion of process improvement
7. Monitor and discuss the board's process and performance within a scheduled review process.



Number: III 006
Subject: CEO Compensation & Benefits

Approval Date: April 28, 2008
Effective Date: April 28, 2008
Revised: November 24, 2014

ACCESSIBILITY:

To request this file in large print, please email aoda@wcdsb.ca or call (519) 578-3660.

POLICY STATEMENT:

The Board shall negotiate a contract with the CEO that will stipulate compensation and benefits based on fair market value for services within the context of fiscal responsibility and relevant legislation.

The Board will review benefits and adjustments to the range annually in April. In the event of a multi-year agreement, in April of the year the contract ends.

