



Minutes

THE MINUTES OF THE OPEN SESSION OF THE REGULAR MEETING OF THE BOARD held Tuesday, December 19, 2017 at 6:30 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

PRESENT:

Trustees - Mmes. Linda Ainsworth, Calahndra Brake – Student Trustee,
Ruth Ciraulo, Christine Dunn, Michelle Griepsma, Helen McCarthy.
Messrs. Dave Bernier, Dan Demers, Winston Steward – Student Trustee.

Administration - Mmes. Joan Carragher, Laurie Corrigan, Anne Marie Duncan, Isabel Grace,
Dawn Michie.
Messrs. Galen Eagle, Fr. Paul Massel, Tim Moloney, Michael Nasello.

Absent/Regrets -

Recorder - Mrs. P. Smith.

A. Call to Order of the Open Meeting – 6:34 P.M.:

1. Examen.

Mrs. Michelle Griepsma, Chairperson, asked Fr. Paul Massel to lead the Board in the Examen.

2. Opening Prayer.

The Chairperson, Mrs. Michelle Griepsma, called the meeting to order at 6:34 p.m. and asked Fr. Paul Massel to lead the Opening Prayer.

3. Acknowledgement.

Mrs. Michelle Griepsma, Chairperson, acknowledged that the Board Meeting was taking place on the traditional territory of the Mississauga Anishinaabe People.

4. Singing of the National Anthem.

The National Anthem was sung.

5. Approval of the Agenda.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Dave Bernier,

that the Agenda for Tuesday, December 19, 2017, be approved with the addition of item D1 Letter of appreciation from the Board to the Canadian Welding Association, item F2 Early Childhood Education Update and item I1 Correspondence from the Corporation of the Municipality of Clarington.

Carried.

6. Declarations of Conflicts of Interest.

There were no declarations of conflicts of interest.

7. Approval of the Minutes.

a. Approval of the November 28, 2017 Open Session Regular Board Meeting Minutes.

MOTION: Moved by Mrs. Helen McCarthy, seconded by Mr. Dan Demers,

that the Board approve the November 28, 2017 Open Session Regular Board Meeting Minutes as amended.

Carried.

b. Approval of the December 5, 2017 Annual Board Meeting.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mrs. Ruth Ciraulo,

that the Board approve the December 5, 2017 Annual Board Meeting Minutes as presented.

Carried.

8. Business Arising Out of the Minutes.

There were no items.

B. Reports from the Director of Education and Student Trustee(s):

1. Report from the Director of Education.

Mr. Michael Nasello, Director of Education, shared his report with the Board and highlighted that:

- Put your Director to Work Day draw raised an estimated \$1300 for the Peterborough United Way and that he will be covering the Computer Helpdesk for one day in January, 2018.
- Rich discussions surrounding the Ontario Equity Plan are happening and more information will be received in January. We are reviewing our own practice regarding the Equity Action Plan and more information will follow through the Board Faith and Equity Advisory Committee.
- In the New Year a presentation will be coming to the Board on the topic of Deeper Learning at Secondary Schools.
- A policy directive was released on October 13, 2017 regarding protective services for 16-17 year olds to Children's Aid Societies. As of January 1, 2018, Ontario will increase the age of protection to include all children under the age of 18.
- Warmest wishes to all for a safe and Merry Christmas.

2. Report from the Student Trustee(s).

Ms. Calahndra Brake, Student Trustee, shared her report with the Board and highlighted that:

- Schools supported many fundraisers including
 - Hampers for the Salvation Army, Organization for Ten Thousand Villages supporting the sale of Fair Trade handmade gifts, Angel Fundraiser-collecting clothes and toys for local families, the International Ambassadors fundraiser, Poinsettia fundraiser and Wells of Hope.
- Students participated in many activities over the Christmas Spirit Week.
- Schools are very involved in mental health initiatives with schools increasing opportunities for students to improve their well-being. Some activities included a Grade 9 Be Well Day that involved wellness-inducing activities such as yoga, meditation, stress circles, and physical activity.

C. Presentations:

1. PVNCCDSB Strategic Plan 2017-2020 Presentation.

Mr. Nasello, Director of Education, presented the PVNCCDSB end of year overview about the implementation of the Board's Strategic Plan 2017-2020 and shared a handout with Trustees.

This document shows the Board Vision aligned with the Renewed Strategic Priorities, Strategic Actions and yearly plans to support the actions. Mr. Nasello indicated that transformative learning in deep learning will inspire change. Mr. Nasello noted that this is a whole school initiative in collaborative and collective learning and can be aligned with school and Board improvement plans for student achievement and well-being.

D. Programs and Services:

1. Letter to Canadian Welding Association (Addendum).

Mr. Nasello, Director of Education, shared a letter from the Board addressed to the Canadian Welding Association in appreciation for their support of the expanding PVNCCDSB Welding Program. Mrs. Michelle Griepsma, Board Chairperson, signed the letter on behalf of the Board.

E. Business, Finance and Governance:

2. OCSTA – Ontario Catholic School Trustees' Association Report.

Mrs. Michelle Griepsma, Chairperson, shared that updates are on the google drive. If Trustees have any questions pertaining to any documents on the Google Drive please contact Mrs. Michelle Griepsma, Board Chairperson. Some of the updates include, Catholic Education week information, Catholic School Chaplains Association Brochure, weekly legislative highlights, education service agreement and other OCSTA notifications such as the link to videos re: students across the province and voting for all, effective practices for campaigning and Student Trustee Alumni award.

Mrs. Griepsma indicated that within the google file is the OCSTA financial brief and recommendations. If Trustees require clarification or further information please advise her and she will make inquiries.

Mr. Michael Nasello, Director of Education, discussed the OCSTA memo relating to Cannabis Retail Outlets and indicated that he is in the process of arranging meetings with Mayors and School Board Directors from Lindsay and Peterborough regarding the proximity of these outlets to schools. Lindsay and Peterborough have been identified as communities that could have cannabis retail outlets in July 2018.

MOTION: Moved by Mrs. Ruth Ciraulo, seconded by Mr. Dan Demers,

that the Board approve the Director of Education to meet with local Mayors and bring forward the Board's concerns around the proximity of cannabis retail outlets to schools as outlined in the Canadian School Boards Association Declaration and as discussed at the December 19, 2017 Open Session Regular Board Meeting.

Carried.

Student Trustees, Ms. Calahndra Brake and Mr. Winston Steward indicated to the Board their support of this Motion.

3. R.A. Banking Credit Amendment.

a. Borrowing Resolution.

Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services, reviewed the Borrowing Resolution with Trustees.

MOTION: Moved by Mr. Dan Demers, seconded by Mrs. Linda Ainsworth,

that the Board approve the Borrowing Resolution in support of the Operating Line of Credit in the amount of \$10,000,000 per the attached report dated December 19, 2017.

Carried.

b. Credit Amendment.

Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services, reviewed the Credit Amendment with Trustees.

MOTION: Moved by Mrs. Ruth Ciraulo, seconded by Mr. Dave Bernier,

that the Board authorize the Chair and the Director to sign the Credit Amendment Agreement with the Canadian Imperial Bank of Commerce.

Carried.

4. R.A. Walk Boundary – Holy Cross Catholic Secondary School.

Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services, discussed and answered questions regarding the Holy Cross Catholic Secondary School Walk Boundary and shared the recommendation from the Governance Committee.

MOTION: Moved by Mr. Dan Demers, seconded by Mrs. Linda Ainsworth,

that effective the 2018-2019 school year, walking routes to Holy Cross Catholic Secondary School will be reviewed to include the intersection of Sherbrooke and Denure in the measurements, in order to determine whether a student is eligible for transportation services.

Carried.

5. R.A. Trustee Honoraria 2017-2018.

Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services, discussed the Trustee Honoraria 2017-2018 and shared the recommendation from the Governance Committee.

MOTION: Moved by Mr. Dan Demers, seconded by Mrs. Linda Ainsworth,

that the honoraria for Board members as outlined in the Governance Report dated December 11, 2017 be approved for the period December 1, 2017 to November 30, 2018.

Carried.

6. R.A. Board Travel Mileage Rate.

Mrs. Isabel Grace, Superintendent of Business and Finance/Facility Services, reviewed the Board travel mileage rate and reimbursement and shared the recommendation from the Governance Committee.

MOTION: Moved by Mr. Dan Demers, seconded by Ms. Christine Dunn,

that effective January 1, 2018 (and annually thereafter) the rate of mileage reimbursement for travel on Board business be aligned with Canada Revenue Agency allowable rates.

7. R.A. Approval of Member to the Special Education Advisory Committee.

MOTION: Moved by Mrs. Helen McCarthy, seconded by Mrs. Ruth Ciraulo,

that Anita Arnold be approved as a community member representing the community at the Special Education Advisory Committee for the balance of the term of December 1, 2014 to November 30, 2018.

Carried.

F. Human Resources:

1. R.A. Health and Safety Report.

The Joint Health and Safety Committee Semi-Annual Report dated December 8, 2017 was handed out to Trustees at the Board Meeting. Ms. Joan Carragher, Superintendent of Learning, Leadership and Human Resource Services, reviewed the document and answered questions. This document will be shared with the Board bi-annually.

The Joint Health and Safety Committee have meetings quarterly to review, update and provide guidance to stakeholders on Health and Safety related matters. All Board properties are inspected monthly by Work Site Inspection Committees. The Joint Health and Safety Committee Members are identified in the report. Ms. Carragher clarified that incident reporting is measured by forms submitted by employees. Ms. Carragher also discussed that all schools have Work Site Inspection Committees. To date this year Work Site Inspection Committee Rep training has been offered in the areas of Mental Health and Wellness Training and First Aid/CPR Training. Ms. Carragher noted that six facilities in the Board will undergo an Audit this year.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Dan Demers,
that the Board receive the PVNCCDSB Joint Health and Safety Semi-Annual Report dated
December 8, 2017.

Carried.

2. Early Childhood Update (Addendum).

Ms. Joan Carragher, Superintendent of Learning, Leadership and Human Resource Services, discussed with Trustees the delivery of the instructional program for Early Childhood Educators (ECEs). Ms. Carragher explained the side by side (ECE and Teacher) approach that some boards have adopted including ours and also other alternative approaches. No system changes are anticipated for this school year and this item will be revisited prior to scheduling for the 18-19 school year.

G. Policy Development: No Items.

H. Old Business: No Items.

I. New Business:

1. Correspondence from the Corporation of the Municipality of Clarington (Addendum).

Mr. Nasello, Director of Education, shared a letter with Trustees from the Corporation of the Municipality of Clarington who are requesting to move the PA day to coincide with the October 22, 2018 Municipal Elections.

After discussion, the Board requested that Mr. Nasello, Director of Education, to compose a response letter to the Corporation of the Municipality of Clarington. Trustees requested that concerns regarding security, traffic and parking be noted and that the letter indicate that child care providers would be at school locations on October 22, 2018.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Mr. Dan Demers,

that the Board approve the Director of Education to respond to the letter from the Corporation of the Municipality of Clarington regarding their request to move the October 26, 2018 PA Day to October 22, 2018 as discussed at the December 19, 2017 Open Session Regular Board Meeting.

Carried.

J. Bring Forward: No Items.

K. Information Items:

1. Chairperson's Report.

Mrs. Michelle Griepsma, Board Chairperson, requested Trustees to review Administrative Procedure 711 – Electronic Meetings of the Board and Ministry Legislated Committees. If an electronic meeting is required Trustees will need to understand how to connect to the meeting. If Trustees require assistance they are requested to contact the Director's Office for assistance.

Trustees are kindly reminded to please contact the Director's Office if they are planning to attend the April 26, 2018 OCSTA/OCSBOA and the April 26-28, 2018 OCSTA AGM taking place in Kitchener-Waterloo.

Trustees are also reminded that a workshop on Municipal Elections is being organized to take place on February 7, 2018 prior to the Special Board Meeting.

2. Toonies for Tuition Update.

Mr. Michael Nasello, Director of Education, informed Trustees that to date for 2017-2018 \$555.00 has been raised to support the Canadian Catholic School Trustees' Association - Toonies for Tuition Program.

Mr. Nasello, Director of Education, also shared that the Myanmar fundraising supported by Development and Peace has raised \$2, 734.00 to date for 2017-2018.

As well, the Board Good Samaritan Fund which raises funds through staff donations, special events and memoriam programs supports students and families in our community that are in crisis. An estimated \$5000 has been used to support families for 2017-2018 to date.

3. Trustees Committee Reports (Past Committee Meeting Minutes).

There were no questions arising from the Past Committee Meeting Minutes that were shared in the Google Drive for the December 18, 2017, Board Meeting.

- i. First Nation, Métis, and Inuit Advisory Committee December 12, 2017.

4. Board Representation to Various Committees.

A chart was shared with Trustees outlining Board representation to various committees.

Mrs. Michelle Griepsma, Chair of the Board, indicated to Trustees that if they cannot attend a meeting please advise her and she will follow up to have a Trustee attend in their place if possible. It was noted that a Trustee must be present for the Catholic Parent Engagement Committee, Supervised Alternative Learning Committee and the Audit Committee meetings.

Mrs. Griepsma will also inform the Director's Office if an alternate Trustee will be attending a Committee Meeting and the appropriate Administrative Assistant for the Committee will be notified.

5. Highlights of System Achievements.

Mr. Galen Eagle, Communications Manager, presented the System Achievements for the month which have been posted on the Board web site.

Mrs. Michelle Griepsma, Board Chairperson, mentioned that February 22, 2018 is Human Trafficking Awareness Day and Mr. Nasello, Director of Education, and Mr. Tim Moloney, Superintendent of Learning/Student Success, indicated that they will connect with local police departments to assist in resourcing.

L. Future Meetings:

BOARD AND STANDING COMMITTEE MEETINGS (chronological order)

1. Board Standing Committee Meetings:

- Governance – **Monday, January 15, 2018, 6:30 p.m. – 8:30 p.m.**
- Board Meeting – **Tuesday, January 23, 2018, In Camera 6:00 p.m.,
Open Session 6:30 p.m.**
- Policy Development – **Tuesday, January 30, 2018, 6:30 p.m. – 8:30 p.m.**

2. Other Committee Meetings:

- Supervised Alternative Learning (SAL) Meeting – Tuesday, January 9, 2018
2:30 p.m.
- Chairperson Committee Meeting – Monday, January 15, 2018, 4:30 p.m.
- Student Council Liaison Committee Meeting – January 23, 2018, 4:15 p.m.
- STSCO Governance Meeting – January 9, 2018, 3:00 p.m., STSCO Offices.
- Special Education Advisory Committee – January 18, 2018, 6:30 p.m.
- Faith and Equity Advisory Committee, January 25, 2018, 6:30 p.m.
- Catholic Parent Engagement Committee, February 5, 2018, 6:30 p.m.
- Accessibility for All Committee, February 13, 2018, 1:15 p.m.
- First Nation, Métis, and Inuit Advisory Committee – March 6, 2018, 6:30 p.m.
- French as a Second Language Advisory Committee, April 11, 2018, 4:30 p.m.
- Audit Committee, TBD, 6:30 p.m.

EVENTS (chronological order)

- January 19, 2018 - OCSTA Ontario Catholic School Trustees' Association –
Trustees Seminar (Hilton Mississauga, Meadowvale) January 19-20, 2018
- February 7, 2018 - Workshop on Municipal Elections presented by Mr. Stephen
Andrews, OCSTA Director of Legislative and Political Affairs, and Mr. Patrick
Daly, OCSTA President (Board Office – 4:30 p.m.)
- February 7, 2018 Special Board Meeting, In Camera 6:00 p.m., Open Session
6:30 p.m.
- February 15, 2018 – Special Olympics Fundraisers
- February 15-18, 2018 - OSTA-AECO Ontario Student Trustees' Association
Board Council Conference (Student Trustees)
- April 4, 2018 - Catholic Leadership Development Series, “Called to Learn”,
4:15 p.m. -6:00 p.m. Board Office –Large Board Room
- April 26-28, 2018 - OCSTA Ontario Catholic School Trustees' Association –
AGM and OCSTA/OCSBOA Business Seminar – April 26, 2017 (Crowne Plaza
Kitchener – Waterloo)
- May 6-May 11, 2018 - Catholic Education Week

- › May 9, 2018 – PVNCCDSB Service Recognition – Occasional Staff (Board Office)
- › May 9, 2018 - Catholic Student Leadership Awards Evening
- › May 24, 2018 - OSTA-AECO Ontario Student Trustees' Association Annual General Meeting May 24-27, 2018 (Student Trustees)
- › June 7, 2018 - CCSTA Canadian Catholic School Trustees' Association AGM June 7-9, 2018 Kelowna BC

M. Conclusion:

1. Report from the In-camera Meeting.

MOTION: Moved by Mrs. Linda Ainsworth, seconded by Ms. Christine Dunn,

that the Board approved the actions and the discussions arising from the In-Camera session on December 19, 2017.

Carried.

- A.** 1. Opening Prayer was shared.
- 2. The Agenda for the In-Camera meeting of December 19, 2017 was approved as amended.
- 3. There were no declarations of conflict of interest.
- 4. The draft Minutes of the November 28, 2017 In-Camera Board Meeting minutes were Approved as presented.
- 5. There was one Business item arising out of the minutes.
- B.** There were no presentations.
- C.** Programs and Services – Trustee Meetings were discussed.
- D.** Under Business, Finance and Governance:
 - 1. An OCSTA In-Camera report was heard.
 - 2. Trustees will reconvene after the Open Session regarding Performance Review update.
 - 3. A Motion was heard regarding minutes of settlement from the Expulsion Committee dated December 19, 2017.
 - 4. There was an OCSTA election discussion.
- E.** Human Resources:
 - 1. A Human Resource matter was heard.
- F.** Other Urgent Matter: No Items.
- G.** Information Items: No Items.
- H.** Old Business:
 - 1. A follow up regarding a past matter was heard.
- I.** The Meeting convened as an Open Session at 6:23 p.m.

2. Closing Prayer.

The Chairperson, Mrs. Michelle Griepsma, asked Mrs. Linda Ainsworth to lead the group in Closing Prayer.

3. Adjournment.

MOTION: Moved by Mrs. Helen McCarthy, seconded by Mr. Dan Demers,
that the meeting re-convene as an In-Camera Meeting at 9:00 p.m. with Trustees and the
Director of Education for In-Camera item D2.

Carried.

The google meeting evaluation form was shared with Trustees to complete.

Michelle Griepsma
Board Chairperson

Michael Nasello
Director of Education

per PS