



# Minutes

THE MINUTES OF THE OPEN SESSION OF THE REGULAR BOARD MEETING, held on Tuesday, April 28, 2020, by Google Meet.

## PRESENT:

Trustees – Linda Ainsworth, David Bernier, Eveline Fisher (Student Trustee), Michelle Griepsma (Chair), Josh Hill (Student Trustee), Braden Leal, Kevin MacKenzie, Helen McCarthy and Emmanuel Pinto

Administration – Joan Carragher, Laurie Corrigan, Richard Driscoll, Galen Eagle, Pepe Garieri, Isabel Grace, Father Paul Massel, Tim Moloney, Michael Nasello, and Stephen O’Sullivan.

Recorder – Michelle Kennedy

## **A. Call to Order of the Open Meeting:**

The Board Chairperson, Michelle Griepsma, called the meeting to order at 6:38 p.m. and welcomed Laura Carson, Vice-principal at St. Mary Catholic Elementary, Lindsay and St. Pope John Paul II Catholic Elementary, Lindsay, Bridget McCann-Girard Principal at St. Joseph Catholic Elementary, Bowmanville, and Michael DeMaeyer, Vice-Principal at Monsignor O’Donoghue Catholic Elementary, Peterborough who were also in attendance online.

### 1. Examen

Father Paul Massel was invited to lead everyone in a daily examen.

### 2. Opening Prayer

Following the examen, Father Paul opened the meeting with prayer.

### 3. Land Acknowledgement

Michelle Griepsma, Board Chairperson, respectfully acknowledged that the Board Meeting was taking place on the traditional territory of the Mississauga Anishinaabeg.

### 4. Singing of the National Anthem

The National Anthem was sung.

5. Approval of the Agenda

MOTION: Moved by Linda Ainsworth, seconded by David Bernier  
that the Agenda be approved.

Carried.

6. Declarations of Conflicts of Interest

There were no declarations of conflicts of interest.

7. Approval of the Minutes.

MOTION: Moved by Emmanuel Pinto, seconded by David Bernier  
that the minutes of the March 31, 2020 Regular Meeting be  
approved.

Carried.

8. Business Arising Out of the Minutes.

There was no business arising out of the minutes.

**B. Reports from the Office of the Director and Student Trustees:**

1. Report from the Director of Education, Michael Nasello.

Michael Nasello gave the Director's Report, including the following highlights:

- We pray and remember our students who may have difficulty in coping and are struggling to maintain a sense of hope; perhaps from homes where there are many challenges in these times.
- We offer our congratulations to Gerard Winn, Principal of Special Education who has been appointed as Superintendent at Durham Catholic District School Board.
- Stephen Lecce, Minister of Education confirmed the extension of the school closure to May 31 and directed the conversion of exam days and remaining professional activity days to instructional days.
- A multi-disciplinary team has been established at the provincial level to begin to plan what re-entry to schools will look like.
- The PVNC Learn@Home program continues and 2,500 electronic devices have now been distributed and administration is supporting staff on a daily basis on

their delivery of the program through the Google Suite of tools.

- The Student Council Liaison Committee met today and heard helpful comments about the student experience and appreciation is given for their candor and support in this ongoing learning process.
- Catholic Education Week begins on May 3<sup>rd</sup> with the theme “Igniting Hope”. His excellency, Bishop Daniel Miehm will broadcast a special Mass on Thursday, May 7<sup>th</sup>. A link to view this online will be shared with the system.
- Funds have been authorized for distribution to local food banks in all regions of the board for the month of May. This is the amount of funds that would have normally supported the breakfast programs board-wide.
- A project to manufacture face shields that are used as personal protective equipment using technology department equipment from St. Mary Catholic Secondary School and St. Stephen Catholic Secondary School is underway. Thanks to the teachers, Joel Kightley and Joe Button, Superintendent Tim Moloney and Manager of Purchasing and Planning Kevin Hickey who are involved in this service to the community.

Following his presentation, Michael Nasello invited questions from the trustees.

## 2. Report from the Student Trustees, Eveline Fisher and Josh Hill.

Student Trustees Eveline Fisher and Josh Hill gave the Student Trustee report:

- The COVID-19 pandemic and resulting school closures have presented challenges which are being faced by students and school staff members alike. We keep in our prayers everyone affected by COVID-19.
- Our teachers are challenged to keep students engaged. At the Student Council Liaison Committee meeting they took the opportunity to talk about the student experience with the Learn at Home program. There were both positive experiences and some student concerns.
- Overall, the students felt that teachers were executing and working to continue learning. Teachers are covering as much course information as best they can under the circumstances and are ensuring that they are covering the overall foundational course material.
- Many teachers have made efforts to connect with students which has been appreciated by the students. They have reached out through messages in Google Classroom, Google Meet, and recorded videos.
- Everyone, both teachers and students are missing the connection and face to face time that is normally experienced in the classroom.
- It was noted that the practice of posting work in Google Classroom for the entire week and not each day was helpful to ease the stress of students. Many

students don't have time each day to check in on all courses.

- Students are appreciative that all learning styles are being accommodated. This has been accomplished by teachers providing the lessons in different forms and styles. Overall, there are great things happening.
- The pandemic has created a situation of uncharted territory for all students and teachers. While some teachers are adept with technology, some staff members are just learning to use Google Classroom.
- There is such a diversity of homes and situations and each has different concerns. In some situations, teachers have been empathetic and student situations are being understood.
- There are some students that are not feeling supported. Some students who are required to keep their jobs have been disadvantaged. For example, students working in grocery stores have been working more than part-time hours. It was noted that some teachers allotted work that was beyond the recommended number of hours of work to be assigned, making it difficult to keep up with expectations. In some situations, where parents are unemployed due to the pandemic, students are working to assist their family.

Following their presentation, Eveline Fisher and Josh Hill answered questions from the Trustees. The students were thanked for bringing forward the information gathered from their peers and for successfully articulating the needs of the students. The student trustees expressed their gratitude to the teachers for 'stepping outside the box' and bringing the Learn@Home program to the students.

### 3. Report from the Manager of Communications, Galen Eagle.

Galen Eagle, Manager of Communications shared and highlighted good news stories as PVNC learns from home:

- The annual Catholic Student Leadership Awards ceremony which is usually hosted each year during Catholic Education Week and enjoyed by the recipients and their families, will not be able to take place this year but this year's 36 award winners will still be honoured as the board is extremely proud of these individuals. A virtual award ceremony is being created with photos of the recipients, introductions and messages of congratulations being recorded. The ceremony will be shared online starting at 5:00 p.m. on the board Twitter account.
- A partnership of the technology departments at St. Mary Catholic Secondary and St. Stephen Catholic Secondary has formed to manufacture clear face shields that are used as personal protective equipment by medical workers. Teachers Joe Button and Joel Kightley, and principals James Brake and Trevor Poechman have coordinated with other board staff to get the raw materials and access to laser cutters in the schools to produce face shields that will be delivered to

hospitals, long term care facilities and hospices.

- Some examples of successful and creative learning activities were shared including St. Peter CSS art students' famous painting recreations at home using materials at hand, a compilation of art and sculpture to illustrate the Stations of the Cross at St. Mary CES, Grafton, a Talk Show at St. Joseph CES, Bowmanville where the principal facilitated a question and answer period with students and the Mayor of Clarington, and a report on a weekly contest put on by a teacher from St. Patrick for his class where the weekly winner gets a pizza delivered to his house.

Following his presentation, Galen Eagle answered questions from the trustees.

### **C. Presentations:**

#### 1. Environmental Initiative in PVNC Facilities.

Isabel Grace, Superintendent of Business and Finance and Richard Driscoll, Facility Services Manager presented a slide show presentation to inform the Board of environmental initiatives that have been undertaken in various facilities throughout the board.

Some of the initiatives implemented have enabled efficiencies in order to keep costs relatively constant in the face of rising utility pricing. Data analysis has helped to determine productive placement of capital dollars to make buildings more efficient.

Examples of projects that demonstrated the Board's commitment to prioritizing environmentally conscious options included roofing that was recyclable at the end of its life-span, automated boiler and temperature controls in schools and automated cleaning dispensers that reduce plastic waste.

Following the presentation, the Trustees were invited to ask questions. It was suggested that this information would be valuable to the Student Liaison Committee. The Student Trustees agreed and the opportunity for a presentation to the SCLC will be explored.

#### 2. PVNC Learn@Home Program.

The Director of Education, Michael Nasello and Superintendents Laurie Corrigan, Pepe Garieri and Stephen O'Sullivan gave a presentation which detailed and explained the steps that were taken to create, implement and execute the Learn@Home program for PVNC staff and students.

The creation of the program involved a committee that worked on the contents of the framework document that was shared with the teaching staff. This document integrated

special education elements and serves as a guide for the teachers in their daily work to deliver instruction from a distance.

The work of the Information Technology department has been integral from the distribution of devices to students and staff, to the sharing of knowledge in training support of the Google Suite (Google Classroom and Google Meet), and the technological support of staff and parents.

Lists of learning resources were compiled and sample Google Classrooms were established by Learning Consultants to model and give inspiration to teachers at each grade level. It was noted that social presence remains an important aspect of the program. Schools are making every effort to make contact with every family.

The Senior Administration Team has increased the number of meetings with principals to teleconferences to twice per week to keep up with communications, information being delivered from the Ministry of Education and sharing of promising practices. An electronic platform was established for principals to share their questions and answers.

At the conclusion of the presentation, the group answered questions from the Trustees.

#### **D. Programs and Services:**

#### **E. Business, Finance and Governance:**

##### 1. Education Development Charges By-Law Update.

Isabel Grace, Superintendent of Business and Finance gave an update on the Education Development Charges By-Law process. It was reported that the joint public consultation meeting with the Kawartha Pine Ridge District School Board that was scheduled for May 5, 2020 has been cancelled and the Municipality of Clarington has been advised that the process has been delayed, resulting in the processing of education development charges to continue at current rates. It is expected that the by-law will now be approved by October 1, 2020. When the new dates for the meetings are established they will be shared publicly and communicated to the Trustees.

##### 2. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report.

Board Chairperson Michelle Griepsma reported that the OCSTA is going ahead with a virtual Annual General Meeting that will take place on June 27, 2020. The deadline for submission of resolutions was extended to May 1<sup>st</sup> and trustees will discuss resolutions at the next Committee-of-the-Whole meeting.

Michelle Griepsma extended thanks to Laurie Corrigan, Superintendent of Special Education for her assistance to provide information to OCSTA for the Ontario Human

Rights Commission Inquiry: 'Right to Read'.

3. STSCO Governance Committee, Open Session Report.

Board Chairperson Michelle Griepsma noted that the minutes for the STSCO Governance Committee, Open Session were shared with Trustees and also gave the following highlights:

- Expenses are expected to exceed budget by 2.5 percent, due to unanticipated settlements and additional routes established after the beginning of the school year.
- Proposed changes in bell times for St. Catherine Catholic Elementary School, Peterborough and St. Joseph Catholic Elementary School, Bowmanville, will proceed at this time. STSCO will seek further consultation in the fall.
- Some walk zone adjustments will be made and letters will go out in May to advise affected students at Immaculate Conception Catholic Elementary School, Peterborough and St. Anne Catholic Elementary School, Peterborough.
- Proposed walk zone changes for St. Paul, Lakefield were deferred and will be further reviewed in 2020-2021.

**F. Human Resources:**

**G. Policy Development:**

**H. Old Business:**

**I. New Business:**

**J. Bring Forward:**

**K. Information Items:**

1. Chairperson's Report

Board Chairperson Michelle Griepsma, on behalf of all of the trustees, expressed gratitude for all of the work being done and the impressive way that the Senior team and Managers are leading everyone through the school closure and resulting Learn@Home program. She stated that the crisis has had unprecedented impact on the daily operations of our Board but there has been little or no reduction in the meetings and conduct of business which speaks to the infrastructure work and efforts to keep everyone informed.

Michelle Griepsma also reported that she recently participated in a free webinar offered by Govern for Impact, entitled, “Board of Directors Leadership in Times of Crisis”. She will be sharing a slide deck and recording of the webinar with the trustees for their information and review.

## 2. Committees Chairpersons’ Reports

### a. French as a Second Language Advisory Committee, April 15, 2020.

Trustee Helen McCarthy reported that French Immersion students are disappointed that the DELF exam process is cancelled this year. It was clarified that the cancellation was not initiated by our board, but was cancelled provincially and since that time, the organization from which the exam originates in France has cancelled the process world-wide this year.

### b. Special Education Advisory Committee, April 16, 2020.

Trustee Helen McCarthy gave an anecdotal story about a student’s experience with the virtual classroom and its expressed importance.

### c. Catholic Parent Engagement Committee, April 20, 2020.

Trustee Linda Ainsworth reported on her attendance at the Catholic Parent Engagement Committee meeting and was encouraged by the number of parents who chose to attend the virtual meeting.

## L. **Future Meetings and Events:**

### 1. Board Meeting

- a. Board Meeting Open Session, May 26, 2020, 6:30 p.m.  
(In-camera Session, 6:00 p.m.) – to be held by teleconference

### 2. Board Standing Committee Meetings: (Listed in chronological order.)

- a. Chairperson’s Committee, May 11, 2020, 4:30 p.m. – to be held by teleconference
- b. Committee-of-the-Whole, May 11, 2020, 6:30 p.m. – to be held by teleconference
- c. Policy Development Committee, May 13, 2020, 6:30 p.m.

### 3. Other Committee Meetings: (Listed in chronological order.):

- a. Faith and Equity Advisory Committee Meeting, April 30, 2020, 6:30 p.m.  
– to be held by teleconference
- b. Accessibility for All Committee, May 7, 2020, 1:15 p.m.



- to be held by teleconference
- c. Special Education Advisory Committee, May 21, 2020, 6:30 p.m.
  - to be held by teleconference
- d. Student Council Liaison Committee, May 26, 2020, 4:15 p.m.
  - to be held by teleconference
- e. Catholic Parent Engagement Committee Meeting, June 1, 2020, 6:30 p.m.
  - to be held by teleconference
- f. First Nation, Métis and Inuit Advisory Committee, June 2, 2020, 6:30 p.m.
- g. STSCO Governance Committee Meeting, June 10, 2020, 3:00 p.m.
- h. Supervised Alternative Learning Committee Meeting, TBA.
- i. Audit Committee Meeting, TBA. – Have a meeting with the regional internal auditors. Towards the end of May – dates will be shared.

4. Board Events:

- a. OCSTA 2019-2020 AGM, June 27, 2020 – to be held virtually.
- b. Catholic Education Week, May 3-9, 2020. – Virtual Events
- c. Catholic Student Leadership Awards Announcements (Twitter Campaign), May 6, 2020.
- d. CPEC Parent Engagement Event, Craig Kielburger, “The World Needs Your Kid: How to Raise Children Who Care and Contribute”, Holy Trinity Catholic Secondary School, May 19, 2021, 6:30 p.m.

**M. Conclusion:**

1. Report from the In-camera Meeting

MOTION: Moved by David Bernier, seconded by Emmanuel Pinto

that the Board approve the actions and the discussions arising from the April 28, 2020, regular in-camera session, as follows:

- A. Call to Order: The in-camera meeting was called to order at 6:02 p.m.
  - 1. Opening Prayer
  - 2. Motion for the Approval of agenda.
  - 3. No declarations of Conflict of Interest
  - 4. Motion for the approval of the minutes from the March 31, 2020 Regular In-camera meeting as corrected.
- D. Business, Finance and Governance:

1. OCSTA In-camera Session Report
2. STSCO Governance Committee, In-camera Session Report
3. A recommended action brought forward from the Committee-of-the-Whole, In-camera Session from April 14, 2020 was amended and approved as follows:

that the board consider implementing a bell time change for St. Joseph CES, Bowmanville from 8:30 a.m.–2:55 p.m. to 9:20 a.m.–3:45 p.m., effective the 2021-2022 school year, in order to accommodate planned changes and enhancements to the transportation network serving the school. Administration is directed to coordinate communication of this change with STSCO and the school principal, and to ensure the school community be informed that a comment period (regarding this change and the postponement to 2021) continue to be open to parents to September 30, 2020.

- I. Convening in Open Session:
  1. Closing Prayer
  2. Motion to convene in Open Session at 6:32 p.m.

Carried.

2. Closing Prayer

The Board Chairperson, Michelle Griepsma called on Trustee Kevin MacKenzie who closed the meeting with prayer.

3. Adjournment

MOTION: Moved by Braden Leal, seconded by Emmanuel Pinto

that the meeting be adjourned at 9:24 p.m.

Carried.

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Michelle Griepsma  
Board Chairperson

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Michael Nasello  
Director of Education, Secretary-Treasurer  
per M.K.