



Minutes

The Minutes of the Open Session of the Regular Board Meeting, held on Tuesday, December 17, 2024, at 6:30 p.m. at the Catholic Education Centre, 1355 Lansdowne Street West, Peterborough, and virtually, by Google Meet.

Present:

Trustees – Loretta Durst, Claire Heitzner (Senior Student Trustee), Jenny Leahy, Kevin MacKenzie (Chairperson), Mary Ann Martin, Carter Peios (Junior Student Trustee), and Kathleen Tanguay.

Administration – Jeannie Armstrong, Jonathan Di Ianni, Galen Eagle, Sean Heuchert, Darren Kahler, Stephen O'Sullivan, Sheila Piggott, and Julie Selby.

Recorder – Michelle Kennedy

Regrets:

Trustee John Connolly

A. Call to Order of the Open Meeting:

The Board Chairperson, Kevin MacKenzie, called the meeting to order at 6:30 p.m. and he welcomed guests in attendance in person and guests who were joining the meeting online by Google Meet. The Chairperson welcomed Angelo Costa, Principal representative from St. Mary Catholic Elementary School in Grafton, and Tom Fletcher, Vice-principal from Holy Family Catholic Elementary School. In addition, Kevin MacKenzie welcomed Catherine Whitnall, from the Peterborough Examiner, who was attending the meeting in person.

1. Examen and Opening Prayer

Kevin MacKenzie, Board Chairperson invited the Board Vice-chairperson, Jenny Leahy, to open the meeting with prayer.

2. Land Acknowledgement

The Board Chairperson, Kevin MacKenzie, gave a land acknowledgment to respectfully

recognize that the land we gather on is the treaty and traditional territory of the Michi Saagiig Anishinaabeg.

3. Singing of the National Anthem

The National Anthem was sung.

4. Approval of the Agenda

MOTION: Moved by Mary Ann Martin, seconded by Kathleen Tanguay

that Trustee John Connolly be excused from the open session meeting.

Carried.

MOTION: Moved by Kathleen Tanguay, seconded by Mary Ann Martin

that the agenda be approved with a change in order of the agenda, moving Section D to before Section B.

Carried.

5. Declarations of Conflicts of Interest

There were no conflicts of interest declared.

6. Approval of the Minutes of the minutes from the November 26, 2024, Regular Board Meeting.

MOTION: Moved by Loretta Durst, seconded by Mary Ann Martin

that the minutes of the November 26, 2024, Regular Board Meeting be approved.

Carried.

7. Business Arising Out of the Minutes.

There was no business arising from the minutes.

D. Programs and Services:1. Student Excursions.

a) **MOTION:** Moved by Jenny Leahy, seconded by Kathleen Tanguay

that the proposed St. Mary Catholic Secondary School international excursion to Italy, from March 5 to March 15, 2026, be approved in principle and that the trip will include mandatory insurance for all travelers. Such insurance must cover school board or principal rulings for cancellation of the trip.

Carried.

b) **MOTION:** Moved by Kathleen Tanguay, seconded by Jenny Leahy

that the proposed St. Mary Catholic Secondary School international excursion to New York City, New York, USA, from April 9 to April 13, 2025, be approved in principle and that the trip will include mandatory insurance for all travelers. Such insurance must cover school board or principal rulings for cancellation of the trip.

Carried.

B. Reports from the Office of the Director and Student Trustees:1. Report from the Director of Education.

Stephen O'Sullivan, Director of Education, presented the Report from the Director of Education, which included the following points:

- An Advent message of gratitude was delivered to the trustees for their continued dedication and support to the Catholic education and the PVNC Catholic school communities. All staff and community partners were thanked for their contributions to our faith-filled schools.
- Recent events and initiatives organized and attended by senior administration and other system leaders such as the LINK Leader Conference, the Student Council Liaison Committee Retreat, the Trustee Equity Training, the Hicks Morley School Board Management Conference, a Senior Team Planning day, Advent Celebrations, meetings with Bishop Meihm, the Medical Officers of Health

partnership meeting, the Director's Meeting, and the OCSTA Catholic Education Leadership Speaker Series were highlighted.

- The students, staff, and principal Becky Brady at St. Luke Catholic Elementary School were congratulated on their video submission for the OCSTA Pilgrims of Hope Video Contest, which has been chosen as a finalist in the competition.
- Gratitude was expressed for the hard work and the 'extra mile' taken by educators, educational assistants and support staff in each of the schools; their commitment to students is often witnessed by the Director during school visits.
- Wishes of blessings of the Holy season, bringing peace and joy to all were extended.

Stephen O'Sullivan invited and answered questions from the trustees at the conclusion of the report.

2. Report from the Student Trustees.

Senior Student Trustee, Claire Heitzner and Junior Student Trustee, Carter Peios, gave the Student Trustee report which included the following highlights:

- At Holy Trinity Catholic Secondary School winter school sports are underway with the swim, volleyball, basketball, and hockey teams all competing and showing success. The business classes staged a Christmas market, and semi-formal dances were held. The SHSM Arts and Culture students took a trip to the Harbourfront Centre and a Christmas spirit week is being hosted by the Student Cabinet.
- At St. Stephen Catholic Secondary School approximately 200 LINK leaders from across the board were hosted for a day-long conference. Students have collected 300 pairs of socks for a youth shelter and have sent 3000 Christmas cards for the troops. An arts night was held to showcase school talent in music, drama, visual arts and photography.
- Students at St. Thomas Aquinas Catholic Secondary School have celebrated with an Advent mass and a Christmas Spirit Week. Collections of food, toiletries and gifts were gathered for their annual 'Be an Angel' program to benefit the less fortunate in Lindsay and surrounding area.
- At St. Mary Catholic Secondary School the Student Council Liaison Committee (SCLC) annual retreat was hosted. Francolies, an annual French festival, was held and students collected food and donations to assist community agencies during the Christmas season.
- Holy Cross Catholic Secondary School students have participated in blood donations, an Advent food drive and clothing drive. An evening Christmas Arts Showcase and Christmas Market were held to celebrate the season. Law

students participated in an excursion to the courthouse and the Indigenous student group has created a women's drumming group.

- Students at St. Peter Catholic Secondary School are preparing for the drama production 'Newsies'. A hockey game at the Peterborough Memorial Centre between the St. Peter and Holy Cross teams will be a 'buy-out' event to celebrate school spirit. The Terry Fox fundraiser was celebrated with \$34,000 collected.

Student trustees Claire Heitzner and Carter Peios invited questions and comments from the trustees at the conclusion of their report.

3. Report from the Communications Department.

Galen Eagle, Manager of Communications shared the following system highlights and initiatives:

- Our name, Our story: Is it time for a change to the board's name? The PVNC Catholic Community has been invited to weigh in with their opinion using the engagement platform.
- A review of the school boundary considerations for Clarington has been launched in preparation of the new Northglen Catholic school.
- Porter Martone, a PVNC Catholic graduate will compete as a member of Team Canada at the World Junior Hockey tournament over the Christmas holiday.
- 60 young women from PVNC Catholic secondary schools attended the 'Women in the Trades' day at the Fleming College.
- A St. Anthony Catholic Elementary Gr 7 student, Chase Ruigrok, is voice acting as a hedgehog on a new PBS Kids animated television show called 'Carl the Collector'.
- The annual Student Council Liaison Committee (SCLC) retreat led by the Student Trustees and the SCLC took place at St. Mary Catholic Secondary School on December 3rd, bringing together student leaders from all six secondary schools.
- A baking contest for students to celebrate French culture was held at St. Mary Catholic Secondary School, complete with food and music in a French Café atmosphere.
- St. Paul Catholic Elementary School celebrated their annual Family Advent Mass at St. Anne's Parish.
- Two videos created by the Communications department were viewed: Women in the Trades at Fleming College and the SCLC Leadership Retreat.

At the conclusion of the report, Galen Eagle invited questions and comments from the trustees.

C. Presentations:

1. Ensuring Equity: Student Presentation – Braiding Diversity into Justice.

Jill Barker, Principal from St. Mary Catholic Secondary School joined the board meeting via Google Meet and provided background information about the student program 'Braiding Diversity into Justice'. Joining Ms. Barker for the presentation, were students Shanelle Paguirigan and Jaslin Browne from Holy Trinity Catholic Secondary School, and Josiah Whiteman from St. Mary Catholic Secondary School.

The program, which is offered in the Durham Region area, is designed to bring Black or Asian-descent students together for a day to experience careers in law and justice relating to the courthouse. The students are guided and mentored by men and women of colour who are employed in the field of law who explain their jobs and share their post-secondary education and career path experiences.

The students took turns sharing their insights and inspirations that resulted from the opportunity to have one on one conversations and receive advice about programs and choice of post-secondary schools. The student presenters expressed deep gratitude for the experience and emphasized how they each personally benefitted from talking about their experiences as black students and meeting people like them that have not been dissuaded from their career path due to their racialized experiences. The students came away from the day with the message that careers in law are not unreachable because of the colour of our skin and that seeking such a career, although there may be challenges, is not impossible.

The trustees had the opportunity to comment and ask questions of the presenters at the end of the presentation.

2. Building a Community that Accompanies: Director's Annual Report, 2023-2024.

The Director of Education, Stephen O'Sullivan presented the 2023-2024 Director's Annual Report. The report is an overview of the events and activities of PVNC Catholic over the last year which evidence the progression of the board towards the fulfillment of the strategic goals and priorities under the three pillars, Being Well, Being Creative and Being Community. At the end of the report Stephen O'Sullivan answered questions from the trustees.

MOTION: Moved by Jenny Leahy, seconded by Loretta Durst

that the Director's Annual Report for 2023-2024 be received by
the Board and submitted to the Ministry of Education, as required.

Carried.

E. Business, Finance and Governance:1. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report.

Chairperson Kevin MacKenzie highlighted information received from OCSTA during the month of December which included proposed amendments to the Education Act regarding the role of system principals, a memo regarding conflicts of interest, registration information for the 2025 Annual General Meeting, a meeting summary for OCSTA Region 9, voting information for the OCSTA Video contest in which St. Luke is a finalist, and information regarding the OCSTA Business seminar in May, 2025.

2. Borrowing Resolutions for Operating Line of Credit and Short-Term Financing of Construction Projects.

Sean Heuchert, Superintendent of Business, Finance, and Facilities Services presented the borrowing resolutions for consideration by the trustees. Annually, the bank requires approval for the borrowing agreements to be available for use, if required. Sean Heuchert explained that the board typically does not require the use of the lines of credit but it is helpful to have cash flow readily available throughout the year, if necessary. It was explained that the funding for School Condition Improvement (SCI) matches the amount of the bank financing, and it was noted that the projects and their progress of completion are posted on the board website. All SCI projects require reporting to the Ministry regarding their progress and completion.

MOTION: Moved by Mary Ann Martin, seconded by Jenny Leahy

That the Board authorize the signing officers of the Board to enter into agreements with the Canadian Imperial Bank of Commerce for the following:

1. The borrowing of funds to meet operating requirements up to a maximum of \$10,000,000 for the 2025 calendar year.
2. Interim capital financing of up to \$5,486,101 to support capital projects planned and/or underway funded by School Condition Improvement Grant.
3. Interim capital financing of up to \$26,247,733 to support the planned Northglen Catholic Elementary School funded by Capital Priorities and Child Care Capital Grant.

Carried.

3. Trustee Professional Development, Ontario Catholic School Trustees' Association (OCSTA) Annual General Meeting, Conference and Business Seminar, May 1-3, 2025.

MOTION: Moved by Mary Ann Martin, seconded by Kathleen Tanguay
that trustees wishing to do so, be authorized to attend the Ontario Catholic School Trustees' Association (OCSTA) Annual General Meeting, Conference and Business Seminar, being held May 1-3, 2025, in Markham, Ontario.

Carried.

F. Human Resources:

1. Joint Health and Safety Committee Semi-annual Report, December 9, 2024.

Darren Kahler, Superintendent of Human Resource Services presented the semi-annual report of the Joint Health and Safety Committee which detailed the activities of the committee from the last six months.

MOTION: Moved by Jenny Leahy, seconded by Kathleen Tanguay
that the Joint Health and Safety Committee Semi-annual Report to the Director of Education dated December 9, 2024, be received.

Carried.

G. Policy Development:

H. Old Business:

I. New Business:

J. Bring Forward:

K. Information Items:

1. Chairperson's Report.

Board Chairperson, Kevin MacKenzie reported that he attended an arts presentation at St. Stephen Catholic Secondary School which featured acting by Student Trustee Claire Heitzner. The Chairperson also attended a Christmas event at St. Mother Teresa Catholic Elementary School and a meeting with the Clarington Mayor to discuss local issues in Clarington.

At the conclusion of the report Chairperson MacKenzie wished everyone a safe and healthy Christmas and New Year and wished God's blessings upon the students and staff of PVNC Catholic.

2. Committee Reports:

Kevin MacKenzie, Board Chairperson brought forward a suggested proposal to add a section to the board agenda to provide the opportunity for trustees to convey their involvement in school community activities during the previous month.

MOTION: Moved by Mary Ann Martin, seconded by Loretta Durst
that a community involvement report section be added to the
board agenda.

Carried.

Trustees Kathleen Tanguay and Mary Ann Martin took the opportunity to share with the board some school events which they attended during the month of December.

a. First Nation Métis and Inuit Advisory Committee, December 10, 2024.

In Trustee John Connolly's absence, Superintendent Julie Selby gave the report for the First Nation Métis and Inuit Advisory Committee. Updates on Indigenous education activities and deep learning activities as well as professional learning in support of Indigenous students and Indigenous staff were noted. It was reported that plans are underway for another Indigenous skilled trades fair and to hold a monthly Full Moon Ceremony.

b. Special Education Advisory Committee, December 12, 2024.

Trustee Kathleen Tanguay reported that a presentation was heard from Dr. Cynthia Chan Reynolds about the service delivery model which is used for Special Education needs at PVNC Catholic. Trustee Tanguay noted that the background work which went into the preparation of the OCSTA resolution will also be used to complete the feedback request for the Ministry.

3. Ontario Catholic School Trustees' Association Information Items:

- a. November 15, 2024 – Together in Faith – Journey through Advent Resource
- b. November 21, 2024 – 2025 Trustee Award of Merit
- c. November 22, 2024 – OCSTA Responds to Canada-Ontario National School Food Program Agreement.
- d. November 22, 2024 – 2025 Student Trustee Alumni Award
- e. November 28, 2024 – December 2024 – CEW 2025, Together in Faith Bulletin
- f. December 12, 2024 – OCSTA 2024 Short Video Contest Voting.
- g. December 12, 2024 – OCSTA Annual General Meeting and Conference Package.

L. Future Meetings and Events:

1. Board Meetings:

- a. Regular Board Meeting Open Session, January 28, 2025, 6:30 p.m.
(In-camera Session, 6:00 p.m.)

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

- a. Chairperson's Committee Meeting, January 13, 2025, 5:30 p.m.
- b. Committee-of-the-Whole Meeting, January 13, 2025, 6:30 p.m.
- c. Policy Development Committee Meeting, January 21, 2025, 6:30 p.m.

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

- a. STSCO Governance Committee, January 8, 2025, 3:00 p.m.
- b. Catholic Parent Engagement Committee, January 16, 2025, 6:30 p.m.
- c. Special Education Advisory Committee, January 23, 2025, 1:00 p.m.
- d. Faith and Equity Committee, February 13, 2025, 6:30 p.m.
- e. Student Council Liaison Committee, February 25, 2025, 4:15 p.m.
- f. Accessibility for All Committee, February 27, 2025, 1:00 p.m.
- g. First Nation Métis Inuit Advisory Committee, March 18, 2025, 6:30 p.m.
- h. French as a Second Language Advisory Committee, April 1, 2025, 4:30 p.m.
- i. Audit Committee, TBA.
- j. Supervised Alternative Learning Committee, TBA

4. Board Events:

- a. Ontario Catholic School Trustees' Association 2025 Catholic Trustees Seminar, Delta Hotels by Marriott, Toronto Airport & Conference Centre, Toronto.
- b. Ontario Catholic School Trustees' Association 2025 Annual General Meeting and Conference, Hilton Toronto/Markham Suites Conference Centre, Markham.

M. Conclusion:

1. Report from the Regular Board Meeting, In-camera Session, held December 17, 2024.

MOTION: Moved by Kathleen Tanguay, seconded by Mary Ann Martin that the Board approve the actions and the discussions arising from the Regular Board Meeting, In-camera session, held on December 17, 2024, as follows:

- A. Call to Order:
 - 1. Opening Prayer.
 - 2. Motion for the Approval of agenda.
 - 3. No conflicts of interest were declared.
 - 4. Approval of the minutes of the November 26, 2024, Regular Board Meeting, In-camera session.
- D. Business, Finance and Governance:
 - 1. OCSTA In-camera Report.
- I. Conclusion:
 - 1. Closing Prayer.
 - 2. Motion to convene in open session.

Carried.

2. Closing Prayer.

The Board Chairperson, Kevin MacKenzie, invited Trustee Loretta Durst to lead the closing prayer to end the meeting.

3. Adjournment

MOTION: Moved by Kathleen Tanguay, seconded by Mary Ann Martin that the open session meeting be adjourned at 8:27 p.m.

Carried.

Kevin MacKenzie
Board Chairperson

Stephen O'Sullivan
Director of Education, Secretary-Treasurer
per M.K.