



REGULAR BOARD MEETING

TUESDAY, MAY 25, 2021
OPEN MEETING – 6:30 P.M.

By Google Meet: <https://meet.google.com/wbv-bdna-zrd>
Please note: If you would like to join by phone, please contact
Michelle Kennedy by email - mkennedy@pvnccdsb.on.ca
or at 1-800-461-8009 ext. 1247
Arrangements to join by phone must be made prior to
5:30 p.m. on the day of the meeting

Chairperson: David Bernier

Vice-Chairperson: Michelle Griepsma

**Trustees who are unable to attend the meeting are asked to
please notify Michelle Kennedy (mkennedy@pvnccdsb.on.ca).**

A. Call to Order of the Open Meeting – 6:30 P.M.:

1. Examen.
2. Opening Prayer.
3. Land Acknowledgement.
4. Singing of the National Anthem.
5. Approval of the Agenda.
6. Declarations of Conflicts of Interest.
7. Approval of the Minutes of the April 27, 2021 Regular Board Meeting. [Page 5](#)
8. Business Arising Out of the Minutes.

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

1. Report from the Director of Education, Joan Carragher.
2. Introduction of 2021-2022 Junior Student Trustee, Chevon Cadigan.
3. Report from the Student Trustees, Josh Hill and Eli McColl.
4. Report from the Manager of Communications, Galen Eagle.

Highlights of System Achievements

C. Presentations:

1. Specialist High Skills Major, Project Updates.
Tim Moloney, Superintendent of Learning and Alex Duketow, Learning Consultant.
2. French as a Second Language ThoughtExchange Outcomes.
Sheila Piggott, Superintendent of Learning.
3. Strategic Priorities Planning Update.
Joan Carragher, Director of Education.

D. Programs and Services:

E. Business, Finance and Governance:

1. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report.
David Bernier, Board Chairperson and Linda Ainsworth, OCSTA Regional Representative.

F. Human Resources:

1. 2021-2022 Staffing Report. [Page 14](#)
Stephen O'Sullivan, Superintendent of Human Resource Services.

G. Policy Development:

1. R.A. Recommended Actions from the Policy Development Committee Meeting held on May 12, 2021. [R.A. Page 16](#) [Full Report - Page 17](#)
Emmanuel Pinto, Chairperson, Policy Development Committee

H. Old Business:

1. Institute for Catholic Education Memo (May, 2020), 'Affirming our Commitment to Equity, Diversity and Inclusive School Communities'

I. New Business:

J. Bring Forward:

K. Information Items:

1. Chairperson's Report.
David Bernier, Board Chairperson.
2. Committee Chairpersons' Report:
 - a. Faith and Equity Advisory Committee, April 28, 2021.
 - b. Special Education Advisory Committee, April 29, 2021.
 - c. Accessibility for All Committee, May 6, 2021, 10:00 a.m.

L. Future Meetings and Events:

1. Board Meeting:
 - a. Board Meeting Open Session, June 22, 2021, 6:30 p.m.
(In-camera Session, 6:00 p.m.)
2. Board Standing Committee Meetings: (Listed in chronological order.)
 - a. Committee-of-the-Whole, June 14, 2021, 6:30 p.m.
 - b. Chairperson's Committee, June 14, 2021, 4:30 p.m.
 - c. Policy Development Committee, October 5, 2021, 6:30 p.m.
3. Other Committee Meetings: (Listed in chronological order.)
 - a. Special Education Advisory Committee, May 27, 2021, 6:30 p.m.
 - b. Catholic Parent Engagement Committee, May 31, 2021, 6:30 p.m.
 - c. First Nation Métis and Inuit Advisory Committee, June 1, 2021, 6:30 p.m.
 - d. STSCO Governance Committee, June 2, 2021, 3:00 p.m.
 - e. Student Council Liaison Committee, June 22, 2021, 4:15 p.m.
 - f. Faith and Equity Advisory Committee, October 14, 2021.
 - g. French as a Second Language Advisory Committee, TBA.
 - h. Audit Committee, TBA.
 - i. Supervised Alternative Learning Committee, TBA.
4. Board Events: (Listed in chronological order.)
 - a. Canadian Catholic School Trustees Association Virtual Annual General Meeting,
June 3-4, 2021
 - b. Elementary Graduations, Week of June 21-25, 2021.
 - c. Secondary Graduations, June 29, 2021.

M. Conclusion:

1. Report from the In-camera Meeting.
2. Closing Prayer.
3. Adjournment.



Minutes

THE MINUTES OF THE OPEN SESSION OF THE REGULAR BOARD MEETING, held on Tuesday, April 27, 2021, at 6:30 p.m. by Google Meet.

PRESENT:

Trustees – Linda Ainsworth, David Bernier (Chairperson), Michelle Griepsma, Josh Hill (Student Trustee), Braden Leal, Kevin MacKenzie, Helen McCarthy, Eli McColl (Student Trustee) and Emmanuel Pinto.

Administration – Jeannie Armstrong, Joan Carragher, Laurie Corrigan, Galen Eagle, Isabel Grace, Father Paul Massel, Stephen O’Sullivan and Sheila Piggott.

Recorder – Michelle Kennedy

A. Call to Order of the Open Meeting:

The Board Chairperson David Bernier called the meeting to order at 6:30 p.m. and welcomed principal representatives Karen Bycok, Principal at St. Mary Catholic Elementary School in Lindsay and Full Day Kindergarten Program at St. Thomas Aquinas Catholic Virtual School and Nicole Matthews, Vice-principal from Holy Family Catholic Elementary School. Catherine Whitnall from Kawartha Lakes This Week was also welcomed by Mr. Bernier.

David Bernier then asked Father Paul Massel to lead the Daily Examen and begin the meeting with prayer.

1. Examen

Father Paul Massel, Board Chaplain and Faith Animator, led everyone in a daily examen.

2. Opening Prayer

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

3. Land Acknowledgement

David Bernier respectfully acknowledged that the Peterborough Victoria Northumberland and Clarington Catholic District School Board’s geographic area and the people attending the virtual Board Meeting, with all areas represented, was taking place on the

treaty and traditional territory of the Mississauga Anishinaabeg.

4. Singing of the National Anthem

The National Anthem was sung by Father Paul Massel.

5. Approval of the Agenda

MOTION: Moved by Linda Ainsworth, seconded by Emmanuel Pinto that the Agenda be approved.

Carried.

6. Declarations of Conflicts of Interest

There were no of conflicts of interest declared.

7. Approval of the Minutes of the March 23, 2021 Regular Board Meeting.

MOTION: Moved by Braden Leal, seconded by Linda Ainsworth that the minutes of the March 23, 2021 Regular Meeting be approved.

Carried.

8. Business Arising Out of the Minutes.

There was no business arising from the minutes.

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

1. Report from the Director of Education.

Joan Carragher gave the Director's Report, which included the following points:

- Effective April 19, all students and staff in the board transitioned to virtual learning. Technology, including internet hotspots were distributed to those who required it and a family resource package was distributed with information on how to call for technology assistance. Staff were supported with voluntary professional development to assist in the transition.
- Students with special education needs who are not able to engage in online learning and the staff who support them are attending class in person in thirty out

of our thirty-six schools

- Board Employees who met Ministry provided criteria were eligible to receive COVID-19 vaccination. Approximately 700 letters were provided to staff who are special education workers and those who support students with complex needs.
- Targeted voluntary asymptomatic testing clinics have been held at four school sites so far. The next clinic will be available at St. Stephen Catholic Secondary on May 1 and May 8 for families who attend schools in the Clarington area.
- Plans are proceeding for a PVNCCDSB K-12 virtual school for next year. 600 students have been registered and Human Resources will be working to staff the virtual school in the coming weeks.
- Easter Mass was celebrated virtually system-wide on April 8. Thank you to Bishop Daniel Miehm and Father Paul Massel for arranging a beautiful Mass. Weekly morning prayer sessions for all board staff continue virtually on Wednesdays with Father Paul and are well-attended.
- Dr. Joti Samra was the guest speaker at the Catholic Leadership Development Series held on April 22nd. Her topic of wellness during this challenging time was well-received by the numerous attendees.
- We look forward to the Catholic Education Week celebrations from May 2nd through May 8th, including the Catholic Student Leadership Awards virtual ceremony and other online events.
- Congratulations to Trustee Linda Ainsworth, who was acclaimed as Region 9 Director for the Ontario Catholic School Trustees' Association.

Following her presentation, Joan Carragher answered questions from the trustees.

2. Report from the Student Trustees.

Student Trustees Josh Hill and Eli McColl gave the Student Trustee report which included the following highlights:

- Students have shifted once again to online learning which has changed planned activities in many of the schools.
- Fortunately, some activities such as Autism Awareness Day were able to be observed. Other social justice initiatives continue despite the challenges of being at home.
- Through all of the trials of this academic year thanks were extended to everyone who continues to work to make the school year as successful as possible for

students.

- The Student Council Liaison Committee met today with the purpose of electing the Junior Student Trustee for the 2021-2022 school year. There were six exceptional candidates that put their names forward. Congratulations are extended to Chevon Cadigan from St. Thomas Aquinas Catholic Secondary School who was chosen to represent PVNCCDSB students next year.

At the conclusion of the report, the student trustees answered questions from the trustees. Chairperson Bernier extended his thanks to the student trustees and the Student Council Liaison Committee for their work.

3. Report from the Manager of Communications.

The Manager of Communications, Galen Eagle shared system highlights from all areas of the board which included the following highlights:

- The Catholic Student Leadership awards will, once again, be held virtually through the Board's Twitter account on Wednesday, May 5th, 2021, beginning at 5:00 p.m. This event is one of the highlights of Catholic Education Week, May 2-8. This year's theme is "Nurturing Hope".
- Holy Trinity Catholic Secondary School, St. Peter Catholic Secondary School and Holy Cross Catholic Secondary School were among the top 25 fundraisers for the Terry Fox Foundation in 2020. Collectively, the schools in the PVNCCDSB raised \$41,925 for cancer research.
- Student sibling scientists, Shreya Plassery, a current St. Catherine Catholic Elementary Student and Shawn Plassery, a former St. Catherine Catholic Elementary Student who now attends Kenner Collegiate, are set to compete in the Canada-wide Science Fair in May. They earned the chance to compete at the national level by placing in the top five at the Peterborough Regional Science Fair.
- The Canadian Mental Health Association Mental Health week is from May 3 through May 9. Students from St. Mary Catholic Secondary School visual arts class created colouring pages to promote Mental Health Week.

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

C. Presentations:

1. Strategic Priorities Planning

Joan Carragher, Director of Education updated the trustees on the ongoing strategic

priorities planning consultations that are underway. The slide show presentation reviewed the various groups which have been engaged over the last month and highlighted some of the topics that were discussed. The planning for the ThoughtExchange surveys has begun. It has been determined that there will be separate ThoughtExchanges customized for education staff, support staff, students and parents. At the conclusion of her presentation, Mrs. Carragher answered questions.

D. Programs and Services:

1. Student Census and School Board Requirements under the Anti-Racism Act, 2017.

Superintendent of Learning, Jeannie Armstrong gave a slide show presentation detailing the PVNCCDSB plan for the collection of voluntary student census information. School Boards are required by the Ministry to conduct the data collection of students from K-12 which will serve to inform decisions to promote learning environments that are equitable and inclusive. Jeannie Armstrong answered questions from the trustees following her presentation.

E. Business, Finance and Governance:

1. Ontario Catholic School Trustees Association (OCSTA) Open Session Report.

Chairperson David Bernier began his report by congratulating Trustee Linda Ainsworth who was acclaimed as the OCSTA Region 9 Representative. He thanked Mrs. Ainsworth for representing the Board and the trustees of the region.

David Bernier reported that there were a large number of memoranda shared with Trustees in April which included many Ministry of Education announcements. Of particular interest was information shared on April 19 about the federal budget and its impact on education. Mr. Bernier encouraged trustees to take time to read the communications that are sent.

In her Regional report, Linda Ainsworth thanked everyone for their support and congratulations. She reminded trustees of the upcoming OCSTA Annual General Meeting on Saturday, May 1 and noted the voting links will be received by email.

Trustees were also reminded that the Catholic Education Week Provincial Mass, celebrated by Cardinal Collins will be broadcast on May 5 at 11:00 a.m.

2. STSCO Governance Committee Report.

Board Chairperson, David Bernier reported on the STSCO Governance Committee Meeting that was held on March 31, 2021, which included a budget update and service updates. Communications regarding walk zones will be sent out to affected families at

St. Theresa Catholic Elementary and St. Peter Catholic Secondary School.

F. Human Resources:

G. Policy Development:

1. Recommended Actions from the Policy Development Committee held on April 20, 2021.

MOTION: Moved by Emmanuel Pinto, seconded by Linda Aisworth
that the Board receive the report and recommendations from the
Policy Development Committee dated April 20, 2021, for publication
and implementation.

Carried.

H. Old Business:

I. New Business:

J. Bring Forward:

K. Information Items:

1. Chairperson's Report

Board Chairperson, David Bernier reported that the weekly teleconference calls with the Minister of Education and Board Chairpersons have continued and offer a chance for Board Chairpersons to ask questions and lobby for support. There have been many touching stories from across the province and in our board with the work being done to educate children under the circumstances. David Bernier thanked all PVNCCDSB staff and leaders at all levels and in all buildings for their excellent work. He asked that all continue to support each other and he will continue to offer his prayers.

2. Committee Chairperson's Report:

- a. Catholic Parent Engagement Committee, March 24, 2021 and April 19, 2021.
- b. Special Education Advisory Committee, March 25, 2021.
- c. French as a Second Language Advisory Committee, April 21, 2021.

L. Future Meetings and Events:

1. Board Meeting
 - a. Board Meeting Open Session, May 25, 2021, 6:30 p.m.
(In-camera Session, 6:00 p.m.)

2. Board Standing Committee Meetings: (Listed in chronological order.)
 - a. Committee-of-the-Whole, May 10, 2021, 6:30 p.m.
 - b. Chairperson's Committee, May 10, 2021, 4:30 p.m.
 - c. Policy Development Committee, May 12, 2021, 6:30 p.m.

3. Other Committee Meetings: (Listed in chronological order.):
 - a. Faith and Equity Advisory Committee, April 28, 2021, 6:30 p.m.
 - b. Special Education Advisory Committee, April 29, 2021, 6:30 p.m.
 - c. Accessibility for All Committee, May 6, 2021, 10:00 a.m.
 - d. Student Council Liaison Committee, May 25, 2021, 4:15 p.m.
 - e. Catholic Parent Engagement Committee, May 31, 2021, 6:30 p.m.
 - f. First Nation Métis and Inuit Advisory Committee, June 1, 2021, 6:30 p.m.
 - g. STSCO Governance Committee, June 2, 2021, 3:00 p.m.
 - h. French as a Second Language Advisory Committee, TBA.
 - i. Audit Committee, TBA.
 - j. Supervised Alternative Learning Committee, TBA.

4. Board Events:
 - a. OCSTA Virtual Annual General Meeting, May 1, 2021.
 - b. Catholic Education Week, May 2-7, 2021.
 - c. OCSTA Catholic Education Week Mass, May 5, 2021, Livestreamed at 11:00 a.m.
 - d. Catholic Student Leadership Awards (Online Twitter Event), May 5, 2021.
 - e. Catholic Parent Engagement Committee Event (Virtual Event), May 19, 2021, 6:45 p.m.
 - f. Canadian Catholic School Trustees Association Virtual Annual General Meeting, June 3-4, 2021

M. Conclusion:

1. Report from the In-camera Meeting

MOTION: Moved by Braden Leal, seconded by Kevin MacKenzie

that the Board approve the actions and the discussions arising from the April 27, 2021, in-camera session, as follows:

- A. Call to Order:
 - 1. Opening Prayer
 - 2. Motion for the Approval of agenda with the addition of item E.1 Staffing Matter.
 - 3. No conflicts of interest declared.
 - 4. Motion for the approval of the minutes from the March 23, 2021 Regular In-camera meeting.
- D. Business, Finance and Governance:
 - 1. OCSTA In-Camera Report.
 - 2. STSCO Governance Committee, In-Camera Session Report.
- E. Human Resource Services:
 - 1. Staffing Update
- I. Convening in Open Session:
 - 1. Closing Prayer.
 - 2. Motion to convene in Open Session.

Carried.

2. Closing Prayer

Trustee Kevin MacKenzie concluded the open meeting with prayer.

3. Adjournment

MOTION: Moved by Braden Leal, seconded by Emmanuel Pinto
that the open session meeting be adjourned at 7:53 p.m.

Carried.

David Bernier
Board Chairperson

Joan Carragher
Director of Education, Secretary-Treasurer
per M.K.

DRAFT

Human Resource Services

Report to the Board

Meeting: Open
 In-Camera

Presented for: Information
 Approval

Meeting Date: **May 25, 2021**

Presented by: **Stephen O’Sullivan**

Submitted by: Stephen O’Sullivan

Subject: **2021-2022 Staffing Report**

Recommended Action(s): N/A

	Current FTE 2020-2021	Projected FTE 2021-2022	Difference In FTE
Elementary Teachers	596.48	558.13	-38.35
Secondary Teachers	318.05	297.86	-20.19
Centrally Assigned Teachers	20	17	-3
Total	934.53	872.99	61.54

Anticipated Staffing Needs:

- Enrolment is expected to increase –classes will be added as needed
- Retirements, resignations and growth will continue to mitigate surplus teachers and may result in new hires

Retirements Confirmed to Date:

Teachers: 19 retiring as of June 30.21.
 9 have already retired during the 20/21 school year.

Surplus:

Elementary- We have issued approximately 57 Surplus notices (not FTE). This includes 31 new hires which are automatically surplus.

Secondary- We issued 12 surplus notices (5 new hires).

Centrally Assigned Teachers – We issued 2 surplus notices.

We are confident that most of our surplus teachers will be awarded postings and/or placed by HR in assignments, including LTO assignments if necessary for September.

Occasional List & LTO List:

Since September 1, 2020, we have hired 45 occasional teachers

Currently on the A/B/C list: 217 / 84 / 57)

Continue to hire for our Occasional List & LTO List

OECTA Supporting Student Funds

Elementary - 5.4 FTE

Secondary - 2.5 FTE

Total FTE 7.9

CUPE System Investment Funds/Staffing (as of 20/21)

Special Education - added one (1) EA Facilitator, three (3) Itinerant Special Education Workers, three (3) Roving EAs, one (1) Social Worker, Increased hours of 59 EAs from 30 to 35

Other - added one (1) Database Analyst, one (1) Carpenter, two (2) Roving Custodian, one (1) Roving Secretary, one (1) Continuing Education Secretary, Increased secretary hours - 17 hours

Principals and Vice-Principals:

2 Principal Retirements effective June 30, 2021.
Recruitment ongoing.

Recommended Action from the Policy Development Committee Meeting, May 12, 2021.

R.A.: Mover: Emmanuel Pinto
that the Board receive the report and recommendations from the Policy Development Committee dated May 12, 2021, for publication and implementation.

Policy Development Committee

May 12, 2021.

**Report of the Recommended Actions from the Policy Committee Meeting,
May 12, 2021:**

1. R.A.: Draft Revised Administrative Procedure – New #1103, Old #712, Media Relations.

Moved by Helen McCarthy, seconded by Kevin MacKenzie that the Policy Development Committee recommend to the Board that Board Policy and Administrative Procedure – **#712 – Media Relations**, be deleted and the revised, newly formatted, Administrative Procedure – **#1103 – Media Relations**, be received and posted as amended under Directional Policy – **#1100 – Communications**. Carried.

2. R.A.: Draft Revised Administrative Procedure – New #209, Old #703, Opening and Blessing of New Schools and New Additions

Moved by David Bernier, seconded by Helen McCarthy that the Policy Development Committee recommend to the Board that Board Policy and Administrative Procedure – **#703 – Opening and Blessing of New Schools and New Additions**, under Directional Policy – **#1100 – Communications**, be deleted and the revised, newly formatted, Administrative Procedure – **#209 – Opening and Blessing of New Schools and New Additions**, be received and posted as amended under Directional Policy – **#200 – Catholic Education**. Carried.

3. R.A.: Draft Revised Administrative Procedure – New #1301, Old #1001, Student Eligibility.

Moved by Kevin MacKenzie, seconded by Helen McCarthy that the Policy Development Committee recommend to the Board that Board Policy and Administrative Procedure – **#1001 – Student Eligibility**, be deleted and the revised, newly formatted, Administrative Procedure – **#1301 – Student Eligibility**, be received and posted as amended under Directional Policy – **#1300 – Student Transportation**. Carried.