

# Minutes

---

THE MINUTES OF THE OPEN SESSION OF THE REGULAR MEETING OF THE BOARD held Tuesday, October 23, 2018 at 6:30 p.m. in the Boardroom, 1355 Lansdowne Street West, Peterborough.

**PRESENT:**

Trustees - Mmes. Linda Ainsworth, Calahndra Brake (Student Trustee), Christine Dunn, Eveline Fisher (Student Trustee), Michelle Griepsma, Helen McCarthy  
Messrs. Dave Bernier, Dan Demers.

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

Regrets – Ms. Ruth Ciraulo

Recorder – Mrs. Michelle Kennedy.

---

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

Mrs. Michelle Griepsma, Chairperson, called the meeting to order at 6:33 p.m. by welcoming guests and attending Principal/Vice-Principal representatives, Natalie Bittner, Lisa Diachenko and Paul Hough.

1. Examen

The Chairperson, Michelle Griepsma, asked Father Paul Massel to lead the Board of Trustees through the examen.

2. Opening Prayer

Following the Examen, Father Paul led the opening prayer.

3. Acknowledgement

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

4. Singing of the National Anthem

The National Anthem was sung.

MOTION: Moved by David Bernier, seconded by Dan Demers

that trustee, Ruth Ciraulo, be excused from the regular board meeting, open session.

Carried.

5. Approval of the Agenda.

MOTION: Moved by Linda Ainsworth, seconded by Christine Dunn

that the Agenda be approved with the addition of item D.1, Nomination Letter for membership on the Special Education Advisory Committee from Grandview Children's Centre and corrections made to item L.3, Board Events.

Carried.

6. Declarations of Conflicts of Interest.

There were no declarations of conflicts of interest.

7. Approval of the Minutes of the September 25, 2018 Regular Meeting

MOTION: Moved by Dan Demers, seconded by David Bernier

that the Minutes of the regular meeting of September 25, 2018, be approved, as corrected.

Carried.

8. Business Arising Out of the Minutes.

Michelle Griepsma gave an update on the proposed application to host the Canadian Catholic Trustees' Association Annual General Meeting and Conference in 2020. Simcoe Muskoka Catholic District School Board and the French Catholic Board have gone ahead to put the application forward to host. Those groups have extended the invitation for our board to join with them in their hosting duties, if desired.

It was explained that Toonies for Tuition would be promoted through social media and the board website. This initiative will also be brought to the principals' attention at the Director's Meeting on November 7, 2018.

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

1. Report from the Director of Education.

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

- Congratulations to the Trustees who were acclaimed for the next municipal term beginning December 4, 2018. The trustees for the next term are Linda Ainsworth, Clarington, David Bernier, Northumberland, Michelle Griepsma, Kawartha Lakes, Braden Leal, Peterborough, Helen McCarthy, Peterborough, Kevin MacKenzie, Clarington, and Emmanuel Pinto, Peterborough County.
- Throughout the board, many schools and the Catholic Education supported initiatives for food security awareness and collected items for local food banks at Thanksgiving.
- This year's United Way campaign chair for Peterborough and St. Peter graduate, Megan Murphy was in attendance for the PVNC campaign kick off on October 3<sup>rd</sup>.
- Much professional learning has taken place in the last month and especially on the last PA Day on September 28.
- A new PVNC guideline on Christian Meditation will be launched with a workshop session for principals, senior staff and chaplaincy leaders facilitated by Dr. Noel Keating and Paul Tratnyek, on October 24.
- The Student Council Leadership Committee attended the provincial Catholic Student Leadership conference in Niagara Falls and are working to prepare the Student Leadership Retreat "Voices that Unite" to be held on November 6.
- Board personnel, Peter Bagnall and Jonathan Berlinger will be presenting at "When Faith Meets Pedagogy" with Luke Stocking from Development and Peace.
- Schools are completing and submitting their Catholic School Improvement Plans for Student Achievement and Well-Being.
- The Catholic Education Foundation of Ontario Student Awards will be presented on October 27 and will honour six secondary PVNC students. Maggie Doris from Holy Cross, Theresa Scott from St. Peter, Alanna MacLean from St. Thomas Aquinas, Malina Kulas from Holy Trinity, Chloe Forster from St. Mary, and Katrina Kraemer from St. Stephen.

At the conclusion of his report, Michael Nasello invited questions.

## 2. Report from the Student Trustees

Eveline Fisher, Junior Student Trustee gave a report to the Board of the activities which are taking place in secondary schools throughout the system:

- Terry Fox events were held in all of the schools.

- Food drives organized by many social justice groups were very successful
- Orange Shirt days were held at St. Peter, St. Thomas Aquinas, Holy Trinity and Holy Cross to build awareness of the residential school system and the negative impact on indigenous communities.
- Fundraisers for schools in Africa are being held at Holy Cross and St. Peter, while Holy Trinity is collecting clothing and basic necessities for the Bearskin Lake First Nation in northwestern Ontario.
- A municipal student vote was held at St. Stephen.
- St. Mary Gr. 10 students attended a career expo
- St. Peter Gr. 12 students participated in their annual Service to Seniors, doing yardwork for senior citizens in Peterborough.
- St. Thomas Aquinas held a Mental Wellness Week with many activities for students to learn about caring for their mental health.
- A monthly excursion is available for students from Holy Trinity to go to the St. Vincent de Paul Soup Kitchen in Oshawa to volunteer.
- The Student Council Liaison Committee participated in the Ontario Catholic Student Leadership Conference in Niagara Falls and it was a valuable and motivating experience.
- The Student Trustees are working hard to prepare for the upcoming Student Council Retreat "Voices that Unite". The theme is to inspire students to celebrate how a small group of people can come together to create something meaningful, beautiful, and transforming for themselves and for others.

Eveline Fisher invited and answered questions at the conclusion of her report.

3. Report from the Manager of Communications, Galen Eagle

Galen Eagle, Manager of Communications, briefly overviewed the board electronic newsletter and showed a promotional video which was created from the direction of Alex Duketow, Student Success Consultant, and featured a student from St. Mary Catholic Secondary School who is taking part in the Specialist High Skills Major program at his school.

**C. Presentations:**

1. R.A.: Proposed St. Mary Catholic Secondary School, Cobourg, Girls Basketball Excursion to, University of Michigan, Ann Arbor, Michigan, USA, December 6-9, 2018.

Rob Majdell, Principal of St. Mary Catholic Secondary School and Emily Tilemans, Teacher at St. Mary Catholic Secondary School gave a presentation to the trustees about the proposed trip to the University of Michigan with their coterminous secondary school. Following the presentation, they answered questions from the trustees.

MOTION: Moved by David Bernier, seconded by Dan Demers

that the proposed St. Mary Catholic Secondary School Student Excursion (Girls' Basketball) to the University of Michigan, Ann Arbor, Michigan, USA, from December 6, 2018 to December 9, 2018, 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.

2. R.A.: Proposed St. Mary Catholic Secondary School, Cobourg, School Choir Excursion to Nashville, Tennessee, USA, March 29-April 2, 2019.

Rob Majdell, Principal of St. Mary Catholic Secondary School and Tanya Earle, Teacher at St. Mary Catholic Secondary School gave a presentation to the trustees about the proposed trip for the choir group to travel to Nashville, Tennessee to perform and participate in workshops. Following the report, the presenters answered questions from the trustees.

MOTION: Moved by Linda Ainsworth, seconded by David Bernier

that the proposed St. Mary Catholic Secondary School Student Excursion (Choir) to Nashville, Tennessee, USA, from March 29, 2019 to April 2, 2019, 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.

3. R.A.: Proposed St. Mary Catholic Secondary School, Cobourg, Boys' Rugby/Baseball Excursion to New York, USA, April 10-14, 2019.

Rob Majdell, Principal of St. Mary Catholic Secondary School and Tim Moloney, Superintendent presented the proposed excursion to New York. The presenters responded to questions from the trustees.

MOTION: Moved by David Bernier, seconded by Dan Demers

that the proposed St. Mary Catholic Secondary School Student Excursion (Boys' Rugby/Baseball) to New York City, New York, USA, from April 10, 2019 to April 14, 2019, 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.

4. Experience Canada Exchange to British Columbia, Holy Cross Catholic Secondary School

Sharon Lajoie, Learning Consultant and James Brake, Principal of Holy Cross Catholic Secondary School presented information on an opportunity for students from a Native Studies class to twin with a Gitksan community in Northern British Columbia during this school year. The information included background information on the twinning program, the community to be visited, a draft itinerary and application process for host families. Sharon and James then answered questions from the trustees. The Chairperson expressed gratitude to the presenters for exploring this opportunity and anticipation of a student presentation following the conclusion of the experience, should it be approved by the board.

MOTION: Moved by Helen McCarthy, seconded by Christine Dunn

that the board support in principle, the preparations needed for the Holy Cross Catholic Secondary School and Gitksan Youth Exchange with recognition that this trip proposal would come in its entirety to the next board meeting.

Carried.

5. Renewing the Promise and Board-wide Faith Day

Michael Nasello, Director of Education gave a presentation on the pastoral letter issued in May, 2018, by the Assembly of Catholic Bishops of Ontario. He gave a brief history of the previous letters, 'This Moment of Promise' and 'Fulfilling the Promise' and the consultation process used to inform 'Renewing the Promise'. Mr. Nasello reviewed the key messages of the letter and the statements that are given for each partner in Catholic Education. The System-wide Professional Development day on October 26, 2018, will be facilitated at each work location in the Board and will give all PVNC staff the opportunity to more fully explore the document with the insights of Dr. David Wells, who has pre-recorded video messages especially for our Board.

6. Strategic Priorities 2017-2018 and 2018-2019

Michael Nasello, Director of Education, distributed copies of the strategic priorities chart which illustrated the strategic actions relating to the strategic goals for each of the vision pillars (learn, lead, serve) for the board for the 2018-2019 school year. The chart was reviewed and questions from Trustees were addressed.

**D. Programs and Services:**

1. R.A.: Nomination letter for Special Education Advisory Committee (SEAC) from Grandview Children's Centre.

A letter recommending a member for the Special Education Advisory Committee was reviewed.

MOTION: Moved by Helen McCarthy, seconded by Linda Ainsworth

that the membership of Kelly Smigielski on the Special Education Advisory Committee be renewed for the 2018-2019 school year.

Carried.

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

1. Ontario Catholic School Trustees' Association (OCSTA) Open Session Report. Mrs. Michelle Griepsma, Board Chairperson

Mrs. Michelle Griepsma gave a report to the Board from the Ontario Catholic School Trustees' Association. Michelle Griepsma briefly reviewed information and materials that were also shared in the Google drive for the Trustees.

Michelle noted the OCSTA Short Video Contest is now open with a deadline of December 10, 2018. The theme this year is 'Community Builders' and community groups are being encouraged to work with schools to develop their video.

2. R.A.: OCSTA Annual Fees

The annual fees from the Ontario Catholic School Trustees' Association were reviewed.

MOTION: Moved by David Bernier, seconded by Dan Demers

that the payment of the 2018-2019 Ontario Catholic School Trustees' Association membership fees and FACE Levy 2018-2019 in the amount of \$67,328.59 be approved;

and,

that the payment for the 2018-2019 Ontario Catholic School Trustees' Association GSN Funding for Central Bargaining fees in the amount of

\$43,017.00 be approved.

Carried.

3. Report from STSCO Governance Committee, Open Session, October 3, 2018.

Michelle Griepsma gave a report from the STSCO Governance Committee, open session meeting held on October 3, 2018. It was reported that there are expenditures exceeding budget by 2.2%. The overage occurred because of higher than expected expenses in the area of special needs transportation. Statistics on number babysitter address and out of boundary requests were reported.

It was noted that all carriers under contract passed inspections, some with minor infractions and the concerns are being addressed.

4. R.A.: Board By-Laws

The draft Board By-Laws document was reviewed and suggested changes were discussed and incorporated into the document. Further review of this document will take place, including with legal counsel. The recommended action was deferred to the November Board meeting.

5. R.A.: OAPCE Conference, November 24, 2018, Mississauga, ON.

New information was brought forward regarding the OAPCE Conference which will now be taking place in Mississauga in November. The impact of the change of location and associated potential cost for sending parents and trustees was discussed.

MOTION: Moved by David Bernier, seconded by Christine Dunn

that the Board approve up to five parents from PVNC schools, one from each of the Board's jurisdictions, to be chosen by lottery, to attend the OAPCE Conference on November 24, 2018, in Mississauga, ON.

Carried

MOTION: Moved by Linda Ainsworth, seconded by Dan Demers

that any trustees wishing to attend the OAPCE Conference on November 24, 2018, in Mississauga, ON, be authorized to do so.

Carried



**F. Human Resources:** No items

**G. Policy Development:**

1. R.A.: Recommended Actions from the Policy Committee Meeting, October 2, 2018.

Recommended actions were brought forward for consideration.

MOTION: Moved by Linda Ainsworth, seconded by Dan Demers

that Policy and Administrative Procedure – #1101 - *Honoraria for Trustees*, be deleted and the revised, newly formatted, Administrative Procedure – #616 - *Honoraria for Trustees* be received and posted as amended under Directional Policy – #600 - *Stewardship of Resources*. that Policy and Administrative Procedure – #1102 - *Trustee Expenses*, be deleted and the revised, newly formatted, Administrative Procedure – #617 - *Trustee Expenses* be received and posted as amended under Directional Policy – #600 - *Stewardship of Resources*,

and,

that Policy and Administrative Procedure – #817 - *Supervised Alternative Learning and Other Excusals from Attendance at School* be deleted and the revised, newly formatted, Administrative Procedure – #304 - *Supervised Alternative Learning and Other Excusals from Attendance at School*, be received and posted as amended under Directional Policy – #300 - *Student Achievement and Well-Being*,

and,

that new Administrative Procedure – #323 - *Supporting Students with Epilepsy in Schools*, be received and posted under Directional Policy – #300 - *Student Achievement and Well-Being*,

and,

that the new Administrative Procedure – #516 - *Use of Electronic Communication and Social Media*, be received and posted as amended under Directional Policy – #500 - *Employee Relations*,

and,

that Policy and Administrative Procedure – #711 - *Electronic Meetings* be deleted and the revised, newly formatted, Administrative Procedure – #107 - *Electronic Meetings*, be received and posted as amended under Directional Policy – #100 - *Governance, Vision, and Strategic Priorities*,

and,

that Policy and Administrative Procedure – #1110 - *Student Trustees* be deleted and the revised, newly formatted, Administrative Procedure – #105 - *Student Trustees*, be received and posted as amended under Directional Policy – #100 - *Governance, Vision, and Strategic Priorities*.

Carried.

**H. Old Business:** No items

**I. New Business:** No items

**J. Bring Forward:** No items

**K. Information Items:**

1. Chairperson's Report.

The Chairperson, Michelle Griepsma gave a brief report to the trustees. It was reported that presentations at the board were discussed and will, henceforth be limited in number on the agenda. In addition, the number of presenters will be limited to two and the length of the presentation will be limited to fifteen minutes. It was stated that the presentations to date have been excellent in quality and have provided valuable information to the trustees.

2. Trustee Reports:

3. Trustees' Committee Reports:

The draft minutes from the following committee meetings were shared ahead of the Board Meeting. Questions from the trustees about the information reported were addressed.

a. Catholic Parent Engagement Committee, September 17, 2018.

b. First Nation, Métis, and Inuit Advisory Committee, September 18, 2018.

c. Special Education Advisory Committee, September 27, 2018.

d. Policy Committee Meeting, October 2, 2018.

e. Governance Committee Meeting, October 9, 2018.

f. Faith and Equity Advisory Committee, October 11, 2018.

g. Catholic Parent Engagement Committee, October 15, 2018.

4. Letter from Special Education Advisory Committee to Ministry of Education

The copy of the letter received from the Special Education Advisory Committee was reviewed by the Board of Trustees.

#### **L. Future Meetings:**

##### 1. Board Standing Committee Meetings:

- a. Chairperson Committee Meeting, November 12, 2018, 4:30 p.m.
- b. Governance Committee Meeting, November 12, 2018, 6:30 p.m.
- c. Policy Development Meeting, November 20, 2018, 6:30 p.m.
- d. Regular Board Meeting, November 27, 2018, 6:30 p.m.  
(In-camera Session, 6:00 p.m.)
- e. Inaugural Board Meeting and Mass, December 4, 2018, 4:00 p.m. – The Mount Community Centre, Peterborough.

##### 2. Other Committee Meetings:

- a. Audit Committee, November 14, 2018, 6:30 p.m.
- b. Special Education Advisory Committee, November 15, 2018, 6:30 p.m.
- c. French as a Second Language Advisory Committee, November 21, 2018, 4:30 p.m.
- d. Student Council Liaison Committee, November 27, 2018, 4:15 p.m.
- e. First Nation, Métis, and Inuit Advisory Committee, December 11, 2018, 6:30 p.m.
- f. STSCO Governance Committee Meeting, January 8, 2019, 3:00 p.m.
- g. Faith and Equity Committee Advisory Meeting, January 24, 2019, 6:30 p.m.
- h. Catholic Parent Engagement Committee Meeting, February 4, 2019, 6:30 p.m.
- i. Accessibility for All Committee, February 7, 2019, 1:15 p.m.
- j. Supervised Alternative Learning Meeting – TBA

##### 3. Board Events:

The list of future board events was reviewed by the Trustees.

- a. CEFO, Father Patrick Fogarty Student Awards Dinner, Toronto, October 27, 2018, 6:00 p.m.
- b. PVNC Board Retirement Dinner, Peterborough Golf and Country Club, November 2, 2018, 5:30 p.m.

- c. Catholic Parent Engagement Committee and Catholic School Council General Assembly, Catholic Education Centre, November 7, 2018, 6:30 p.m.
- d. Mass for Deceased PVNC Community Members, St. Peter-in-Chains Cathedral, Peterborough, November 15, 2018, 4:00 p.m.
- e. PVNC Catholic Leadership Development Series, Session #2, Baxter Creek Golf Course, November 28, 2018, 4:00 p.m.
- f. OCSTA – Catholic Trustees Seminar, January 17-19, 2019.

**M. Conclusion:**

1. Report from the In-camera Meeting.

MOTION: Moved by Helen McCarthy, seconded by Christine Dunn

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

A. Call to Order:

- 1. Opening Prayer
- 2. Approval of Agenda
- 3. Declarations of Conflicts of Interest
- 4. The minutes of the September 25, 2018 Regular In-camera Meeting were approved.  
The minutes of the September, 2018 Special In-camera Meeting were approved.

D. Business, Finance and Governance:

- 1. OCSTA In-Camera Session Report
- 2. STSCO Governance Committee In-Camera Session Report
- 3. Update on Ministry Funding
- 4. Meeting with Members of Provincial Parliament

G. Old Business:

- 1. Review of OAPCE Conference, November 24, 2018
- 2. Parent Concern

H. New Business:

- 1. Recommendation to the Board from the Expulsion Committee Meeting, October 23, 2018

Carried.

2. Closing Prayer.

The Chairperson, Michelle Griepsma, requested Linda Ainsworth lead the group in Closing Prayer.

3. Adjournment

MOTION: Moved by Helen McCarthy, seconded by Christine Dunn  
that the meeting adjourn at 9:24 p.m.

Carried.

M. Griepsma  
Board Chairperson

M. Nasello  
Director of Education  
per M.K.