

Minutes

THE MINUTES OF THE OPEN SESSION OF THE REGULAR MEETING OF THE BOARD held Tuesday, November 27, 2018 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, 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.

Recorder – Mrs. Michelle Kennedy.

A. Call to Order of the Open Meeting:

Mrs. Michelle Griepsma, Chairperson, called the meeting to order at 6:30 p.m. by welcoming guests and attending Principal/Vice-Principal representatives, Stephen Smith and Leslie Keating.

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.

5. Approval of the Agenda.

MOTION: Moved by Ruth Ciraulo, seconded by Dan Demers
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 of the October 23, 2018 Regular Meeting

MOTION: Moved by Linda Ainsworth, seconded by Dan Demers
that the Minutes of the regular meeting of October 23,
2018, be approved.

Carried.

8. Business Arising Out of the Minutes.

None.

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:

- Attended 'When Faith Meets Pedagogy' Conference with Trustee, David Bernier on October 26, 2018, where PVNC teaching staff participated in workshops and the music ministry.
- The Board-wide Faith Day took place on October 26, 2018, where Dr. David Wells led us with video messages addressing the Pastoral letter, 'Renewing the Promise'.
- Galen Eagle, Manager of Communications was congratulated for recently receiving two awards of distinction and one award of excellence from the CACE Bravo Awards Gala.
- Celebrated the Mass for deceased PVNC community members on November 15, 2018 at St. Peter-in-Chains Cathedral. His excellency, Bishop Miehm presided.
- Meetings with the local Members of Provincial Parliament have included visits to schools and have been helpful to establish relationships with our board and provincial government representatives.

- Will be meeting with local municipal governments to discuss proximity of schools to cannabis store locations.
- Have undertaken a consultation process to submit input on behalf of PVNC to the Ministry of Education Provincial Consultation on Education which covers seven topics.
- Michael Nasello thanked the trustees who will not be returning for the next term, Trustee Ruth Ciraulo, Trustee Dan Demers and Trustee Christine Dunn, for their years of service and dedication.
- Look forward to working with the trustees who will be remaining and the new trustees that will be joining the board to continue the work of Catholic Education in this board.

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

2. Report from the Student Trustees

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

- A 'Link' retreat took place at St. Peter CSS on November 21, 2018, hosting students who are 'Link Crew' members from all six secondary schools.
- The Annual PVNC Student Council Retreat 'Voices that Unite' took place on November 6, 2018 at St. Peter CSS. Representatives from all schools took part.
- Many Halloween activities took place throughout the secondary schools.
- Guest speakers from MADD and the OPP gave presentations at Holy Trinity, St. Peter and St. Mary, to discourage drinking and driving.
- St. Stephen Robotics Club participated in a competition at UOIT, in Oshawa.
- Holy Trinity held their first University and College Fair where 40 post-secondary institutions participated.
- Remembrance Day services were held in all secondary schools.
- Take Your Kid to Work Day was held on November 14, when Gr. 9 students go out to the work force. On the same day Gr. 8 had the opportunity to visit their feeder secondary school.
- Many social justice initiatives held this month: Day of Change – donations to local shelters, clothing drive for Bearskin Lake First Nation, Operation Christmas Child, a clothing drive for South Africa, support for artisans from Haiti and

campaigns to collect for St. Vincent de Paul. As well, there were dress-down days to support 'Toonies for Tuition'.

- To close, the students thanked trustees Ruth Ciraulo, Dan Demers, and Christine Dunn for their service to PVNC and for being so welcoming and supportive to the student trustees.

The student trustees invited and answered questions at the conclusion of their report.

3. Report from the Manager of Communications, Galen Eagle

Galen Eagle, Manager of Communications shared the system achievements and highlighted the following events and other stories from across the Board:

- Robotics event held at St. Patrick Catholic Elementary School that involved twenty-three teams from across PVNC which challenged the students to code, build and battle robots in thrilling tournament
- SHSM video – highlighting Dan Troisi, a graduate from PVNC who has returned to teach others in the culinary program, who participated in the Specialist High Skills Major program himself. This video will be posted and used to promote the SHSM program.

C. Presentations:

1. R.A.: Proposed Holy Cross Catholic Secondary School, Peterborough, Indigenous Studies Exchange Excursion to Gitxsan First Nation, British Columbia, April 30-May 6, 2019.

MOTION: Moved by Dan Demers, seconded by Christine Dunn

that the proposed Holy Cross Catholic Secondary School Indigenous Studies Student Exchange Excursion to Gitxsan First Nation, British Columbia, from April 30, 2019 to May 6, 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.

2. R.A.: Proposed Holy Trinity Catholic Secondary School, Courtice, St. Mary Catholic Secondary School, Cobourg, and St. Stephen Catholic Secondary School, Bowmanville, Ski Excursion to Stowe, Vermont, USA, March 3-6, 2019.

MOTION: Moved by David Bernier, seconded by Helen McCarthy

that the proposed Holy Trinity Catholic Secondary School, St. Mary Catholic Secondary School, and St. Stephen Catholic Secondary School Ski Excursion to Stowe, Vermont, USA, from March 3-March 6, 2019, be approved in principle and that the trip will meet OPHEA guidelines for high-risk activity and 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, Girls' Rugby Excursion to Niagara Falls, New York, USA, April 11-13, 2019.

Staying on the Canada side – due to cost and comforting.

MOTION: Moved by David Bernier, seconded by Dan Demers

that the proposed St. Mary Catholic Secondary School student excursion to Niagara Falls, New York, USA, from April 11 through April 13, 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.

D. Programs and Services:

1. R.A.: Membership of the Special Education Advisory Committee for the term of 2018-2022

The letters recommending six individuals as members for the Special Education Advisory Committee were reviewed.

MOTION: Moved by Helen McCarthy, seconded by Dan Demers

that the following motion, as approved at the Regular Board Meeting of October 23, 2018, (page 2018 B-OP 82), be rescinded:

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

Carried.

MOTION: Moved by Ruth Ciraulo, seconded by Helen McCarthy

that the following people be approved as members of the Special Education Advisory Committee for the term of December 1, 2018 to November 30, 2022:

Anita Arnold - Down Syndrome Association of Peterborough
Melissa Gillespie - Community Living Campbellford/Brighton
Arlene Godby - Autism Ontario
Clare Paterson - Northumberland Child Development Centre
Laura Quibell - Kawartha-Haliburton Children's Aid Society
Kelly Smigielski - Grandview Children's Centre

Carried.

E. Business, Finance and Governance:

1. R.A. Recommended actions from the Governance Committee Meeting, Open Session, November 12, 2018.

MOTION: Moved by Dan Demers, seconded by Linda Ainsworth

that the Board approve Honoraria for Board members as outlined in the following report for the period December 1, 2018 to November 30, 2019.

Carried.

MOTION: Moved by Dan Demers, seconded by Linda Ainsworth

that changes recommended by legal counsel to the by-laws be approved.

Carried.

2. R.A. Recommended action from the Audit Committee Meeting, November 14, 2018: 2017-2018 Audited Financial Statements

MOTION: Moved by David Bernier, seconded by Ruth Ciraulo

that the 2017-2018 audited financial statements be adopted as presented.

Carried.

3. R.A. Recommended action from the Audit Committee Meeting, November 14, 2018: 2017-2018 Annual Report of the Audit Committee

MOTION: Moved by David Bernier, seconded by Ruth Ciraulo
that the 2017-2018 annual report of the Audit Committee be received.

Carried.

4. R.A. Change of Committee Name: Governance Committee to Committee-of-the-Whole

MOTION: Moved by Helen McCarthy, seconded by Dan Demers
that the name of the Board standing committee known as 'Governance Committee' be changed to 'Committee-of-the-Whole'.

Carried.

5. R.A. Board By-Laws

MOTION: Moved by Ruth Ciraulo, seconded by Christine Dunn
that the revised Board By-Laws be approved as presented.

Carried.

6. R.A. Committee Terms of Reference

MOTION: Moved by Linda Ainsworth, seconded by Dan Demers
that the revised Board Committees Terms of Reference be approved as presented.

Carried.

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

Michelle Griepsma, Chairperson for the Board gave a brief report about the recent communications received from OCSTA. Trustees were reminded of the offering of the learning modules and reported that the information had been sent to the new trustees.

F. Human Resources: No items

G. Policy Development:

1. R.A.: Recommended Actions from the Policy Committee Meeting, November 20, 2018.

Recommended actions from the Policy Development Committee were brought forward for consideration.

MOTION: Moved by Linda Ainsworth, seconded by Christine Dunn

that the recommended actions from the Policy Development Committee be grouped to have one approval.

Carried.

MOTION: Moved by Linda Ainsworth, seconded by Dan Demers

- a) that the Policy Development Committee recommend to the Board to approve the creation of a new Directional Policy – #800 – Healthy Schools and Workplaces, to be included in the Framework for Policy Development and the Policy Register. This will include the creation/ re-assignment of a number of Administrative Procedures which will flow from the new policy,
and,
- b) that the Policy Development Committee recommend to the Board that new Administrative Procedure – #517 – Fitness for Duty and Substance Use, be received and posted under Directional Policy – #500 – Employee Relations,
and,
- c) that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – #710 – Delegations to Board and/or Committee Meetings, be deleted and the revised, newly formatted, Administrative Procedure – #106 – Delegations to Board and/or Committee Meetings be received and posted as amended under Directional Policy – #100 – Governance, Vision, and Strategic Priorities,
and,
- d) that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – #823 – Home Schooling, be deleted and the revised, newly formatted, Administrative Procedure – #306 – Home Schooling be received and posted as amended under Directional Policy – #300 – Student Achievement and Well-being,

and,

- e) that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – #806 – Opening and/or Closing Exercises in Catholic Schools, be deleted and the revised, newly formatted, Administrative Procedure – #207 – Opening and/or Closing Exercises in Catholic Schools, be received and posted as amended under Directional Policy – #200 – Catholic Education,

and,

- f) that the Policy Development Committee recommend to the Board that Policy and Administrative Procedure – #203 – Investment of Surplus Funds, be deleted and the revised, newly formatted, Administrative Procedure – #609 – Investment of Surplus Funds, be received and posted as amended under Directional Policy – #600 – Stewardship of Resources,

and,

- g) that the Policy Development Committee recommend to the Board that new Directional Policy – #1300 – Student Transportation, be received and posted as amended.

Carried.

H. Old Business:

1. OAPCE Conference.

Michelle Griepsma, Board Chairperson, requested feedback from the parents who attended the conference. Michael Nasello will follow up with the attendees.

I. New Business:

1. Review of Board Meetings Assessment, Report from Director

Michael Nasello gave a report on the data collected from the surveys collected following standing committee meetings from the past year. Some results indicated that improvement could be made in the timing of meetings and the promptness of their commencement and completion. Overall the results revealed an affirmation that the Board is working well together.

J. Bring Forward: No items

K. Information Items:

1. Chairperson's Report.

Michelle Griepsma, Chairperson of the Board gave a report and highlighted the following:

- Simcoe Muskoka Catholic District School Board and Conseil scolaire catholique MonAvenir will be hosting the Canadian Catholic School Trustees' Association conference in 2020.
- Witnessed the Communicators Gala Awards and witnessed the respect from colleagues for our Manager of Communications, Galen Eagle.
- Participated in the Métis community celebration of Louis Riel Day which was well represented by the PVNC community.
- Congratulated administration on the System-wide Faith Day 'Renewing the Promise' which has had a ripple effect throughout the province.

Mrs. Griepsma thanked the trustees for their commitment to PVNC and stated that it has been an honour to serve as Chairperson for the last four years. She reviewed the accomplishments in the last term and some of the challenges.

2. Trustee Reports:

Intercultural Dialogue Institute, Creative Minds Youth Contest Awards Ceremony

Linda Ainsworth gave a report on her attendance at the IDI, Creative Minds event held in Durham Region. The creations were excellent and the selection committee was impressive.

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 – October 15, 2018.
- b. Accessibility for All Committee – October 16, 2018.
- c. Special Education Advisory Committee – October 18, 2018.
- d. Governance Committee – November 12, 2018.
- e. Policy Development Committee – November 20, 2018.
- f. Special Education Advisory Committee – November 22, 2018.
- g. French as a Second Language Advisory Committee Meeting, November 21, 2018.

Trustee Linda Ainsworth reported that she was impressed with the FSL Advisory Committee meeting. The committee now has student members.

Michael Nasello expressed his appreciation to the Administrative Assistants in their efforts to complete committee minutes, especially those with short time-lines this month, at the end of the trustee term.

4. Trustee Thank You and Farewell

The Chairperson invited trustees to say a few words.

Ruth Ciraulo thanked her fellow trustees for being such a nice team to work with. She appreciated everyone's efforts for their commitment to Catholic Education.

L. Future Meetings:

1. Board Standing Committee Meetings:

- a. Inaugural Board Meeting and Mass, December 4, 2018, 4:00 p.m. – The Mount Community Centre
- b. Chairperson Committee Meeting, December 10, 2018, 4:30 p.m.
- c. Governance Committee Meeting, December 10, 2018, 6:30 p.m.
- d. Regular Board Meeting, December 18, 2018, 6:30 p.m.
(In-camera Session, 6:00 p.m.)
- e. Policy Development Meeting, February 5, 2019, 6:30 p.m.

2. Other Committee Meetings:

- a. First Nation, Métis, and Inuit Advisory Committee, December 11, 2018, 6:30 p.m.
- b. Student Council Liaison Committee, December 18, 2018, 4:15 p.m.
- c. STSCO Governance Committee Meeting, January 8, 2019, 3:00 p.m.
- d. Special Education Advisory Committee, January 17, 2019, 6:30 p.m.
- e. Faith and Equity Committee Advisory Meeting, January 24, 2019, 6:30 p.m.
- f. Catholic Parent Engagement Committee Meeting, February 4, 2019, 6:30 p.m.
- g. Accessibility for All Committee, February 7, 2019, 1:15 p.m.
- h. Supervised Alternative Learning Meeting – TBA

3. Board Events:

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

- a. PVNC Catholic Leadership Development Series, Session #2, Baxter Creek Golf Course, November 28, 2018, 4:00 p.m.
- b. Toonies for Tuition, November 30, 2018.
- c. OCSTA – Board of Director’s Meeting, Toronto, December 7-8, 2018.
- d. OCSTA – Catholic Trustees Seminar, January 19, 2019.
- e. OCSTA 2018-2019 AGM and Conference, Toronto, April 25-27, 2019.
- f. Catholic Education Week, May 5-10, 2019.
- g. Catholic Student Leadership Awards, Holy Cross Catholic Secondary School, May 8, 2019.
- h. CPEC and Catholic School Council Appreciation Event, May 15, 2019.

M. Conclusion:

1. Report from the In-camera Meeting.

MOTION: Moved by David Bernier, seconded by Helen McCarthy

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 – none declared
 4. Approval of In-camera minutes: Motion to approve minutes from the October 23, 2018, Regular In-camera Meeting were approved. Motion to approve minutes from the October 23, 2018, Special In-camera Meeting were approved.
- D. Business, Finance and Governance:
 1. OCSTA In-camera Session Report from Michelle Griepsma, Chairperson of the Board.
 2. Motion to approve recommended actions from the Governance Committee, In-camera session from November 12, 2018 regarding a property matter.
- E. Human Resources:
 1. Motion to approve recommended actions from the Governance Committee, In-camera session from November 12, 2018.
- F. Other Urgent Matter:
 1. Motion to approved recommended actions from the Expulsion Committee Meeting held November 12, 2018.
- G. Old Business:
 1. Parent Concern.
- I. Convening in Open Session:
 1. Closing Prayer
 2. Motion to convene in Open Session at 6:15 p.m.

Carried.

2. Closing Prayer.

The Chairperson, Michelle Griepsma, requested Christine Dunn lead the group in Closing Prayer.

3. Adjournment

MOTION: Moved by Dan Demers, seconded by Helen McCarthy
that the meeting adjourn at 8:12 p.m.

Carried.

Michelle Griepsma
Board Chairperson

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