



Peterborough Victoria
Northumberland and Clarington
Catholic District School Board

Agenda

COMMITTEE OF THE WHOLE OPEN MEETING

MARCH 17, 2025

Large Boardroom at 6:30 p.m.

IF YOU ARE UNABLE TO ATTEND IN PERSON, [CLICK HERE TO JOIN VIA VIDEO CONFERENCE](#)

Chairperson: John Connolly

Trustees/Members who are unable to attend the meeting
are asked to please notify Sarah Barker,
Administrative Assistant at sbarker@pvnccdsb.on.ca.

A. Call to Order

- | | |
|--|--------------------------|
| 1. Opening Prayer | Superintendent Armstrong |
| 2. Land Acknowledgement | Superintendent Heuchert |
| 3. Approval of Agenda | |
| 4. Declarations of Conflict of Interest | |
| 5. Approval of the Minutes of the Meeting of Monday, February 10, 2025 | Page 3 |
| 6. Business Arising from the Minutes | |

B. Recommended Actions/Presentations

- | | |
|-------------------------------|----------------------|
| 1. School Renewal Report | B.1.a) Report Page 9 |
| Sean Heuchert, Superintendent | |

C. Information Items

- | |
|--|
| 1. Transportation Eligibility - Preliminary Discussion |
| Sean Heuchert, Superintendent |

D. Old Business

E. New Business



Peterborough Victoria
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Agenda

F. Next Meeting

1. April 7, 2025, Large Boardroom, 6:30 p.m.
2. May 12, 2025, Large Boardroom, 6:30 p.m.
3. June 2, 2025, Large Boardroom, 6:30 p.m.

G. Conclusion

1. Adjournment.
2. Closing Prayer

Superintendent Armstrong

The Minutes of the Committee of the Whole Open Meeting held on Monday, February 10, 2025 at 6:30 p.m. in the Large Boardroom and by Google meet. (*)

PRESENT

Trustees: Chair Connolly (Committee Chairperson), Trustee MacKenzie (Board Chairperson), Trustee Martin, Trustee Leahy, Trustee Durst, Trustee Tanguay, Trustee Heitzner (Senior Student Trustee)(*), Trustee Peios (Junior Student Trustee)(*).

Absent/Regrets: Superintendent Armstrong.

Administration: Director O'Sullivan, Superintendent Di Ianni, Superintendent Heuchert, Superintendent Selby(*), Superintendent Piggott, Superintendent Kahler, Galen Eagle (Manager of Communications)(*).

Guests:

Recorder: Mrs. Sarah Barker.

A. Call to Order

Trustee Connolly called the meeting to order at 6:32 pm.

1. Opening Prayer

Superintendent Di Ianni led the Committee of the Whole in Opening Prayer.

2. Land Acknowledgment

Superintendent Heuchert respectfully acknowledged that the Committee of the Whole meeting is taking place on the treaty and traditional territory of the Mississauga Anishinaabeg.

3. Approval of Agenda

Motion: Moved by Trustee Tanguay, seconded by Board Chairperson MacKenzie, that the Committee of the Whole Open Agenda for Monday, February 10, 2025 be accepted.

Carried.

4. Declarations of Conflicts of Interest.

There were no conflicts of interest declared.

5. Approval of the Minutes of the Committee of the Whole Open Meeting on Monday, January 13, 2025.

Motion: Moved by Trustee Durst, seconded by Board Chairperson MacKenzie, that the Committee of the Whole Open Meeting Minutes from Monday, January 13, 2025 be accepted.

Carried.

6. Business Arising from the Minutes

There was no business arising from the minutes.

B. Recommended Actions/Presentations:

1. Draft 2025-2026 School Year Calendar

Darren Kahler, Superintendent, shared his presentation regarding the draft 2025-2026 school year calendar. There was review of the Ministry of Education guidelines in regards to start dates, end dates and professional activity days. PVNC Catholic makes efforts to align their calendar with neighboring boards to simplify shared busing. PVNC Catholic has requested a modified start date of August 28, 2025 as a P.A. day.

The draft calendar was sent to the PVNC Catholic Engage platform for 2 weeks, and received over 500 responses. Most were satisfied with the draft calendar. There was discussions regarding starting school earlier in August, and adding another school break during the school year, possibly in November. There were concerns regarding airconditioning in classrooms.

Motion: Moved by Trustee Tanguay, seconded by Board Chairperson MacKenzie, that the Committee of the Whole recommend to the Board that the draft 2025-2026 school year calendar be approved and submitted to the Ministry of Education for approval, as required.

Carried.

2. Interim Financial Report Q1

Sean Heuchert, Superintendent, briefly went over the summary of revenues, as there has not been any changes since the revised estimates were presented in January. There was a summary of Q1, which represents 25% of our fiscal year, but is 41% of our 10 month school year.

There were discussions regarding labour costs, staff vacancies, transportation costs and the student to chromebook ratio in the schools.

Motion: Moved by Trustee Leahy, seconded by Trustee Durst, that the the Committee of the Whole recommend that the Board receive the report on the Interim Financial Report Q1.

Carried.

3. Northglen Boundary

Sean Heuchert, Superintendent, shared a presentation regarding feedback for the proposed Northglen boundaries, received through the PVNC Engage platform. A modified out of boundary process was created for those living in the Brookhill, Concession Road 3 and Orono-Mosport areas. The offered legacy was slightly modified, after receiving community feedback.

There was discussions regarding the utilization numbers in the schools, and the expected time frames and capacities going forward.

Motion: Moved by Trustee Tanguay, seconded by Board Chairperson MacKenzie, that the the Committee of the Whole recommend that the Board receive the Northglen Boundary Report.

Carried.

C. Information Items:

1. Budget Review Process

Sean Heuchert, Superintendent, shared the budget review process presentation.

There was discussion regarding the election expected on February 27, 2025, and the possibility of budget changes based on the outcome.

Motion: Moved by Trustee Leahy, seconded by Trustee Durst, that the Committee of the Whole receive the Budget Process Review Report.

Carried.

2. Annual Freedom of Information Reporting (FOI)

Galen Eagle, Manager of Communications, shared the Annual Freedom of Information Reporting presentation. Every year a report from PVNC Catholic is submitted to the Information Privacy Commissioner Office regarding the freedom of information requests received. The presentation included the process and fees for FOI requests, as well as exemptions. PVNC Catholic had 5 requests in 2024.

Motion: Moved by Trustee Tanguay, seconded by Trustee Leahy, that the Committee of the Whole receive the FOI Annual Reporting Report.

Carried.

3. Notre Dames CES Update

Sean Heuchert, Superintendent, advised the Capital Priorities Submission for Notre Dame CES was denied. The Ministry was focusing on accommodation pressure and facility condition. The net present value did not meet the criteria, and there is a need for a higher renewal cost. PVNC Catholic hired a third party organization to do an updated assessment of the renewal needs, as the previous data was 8 years old. The Ministry does not consider third party assessments, and has advised PVNC Catholic will be made a priority when doing their next facility assessments.

There was discussions regarding the options to meet the immediate needs of Notre Dame CES.

Motion: Moved by Trustee Leahy, seconded by Trustee Tanguay, that the Committee of the Whole recommend that the Board receive the Notre Dame CES Update.

Carried.

D. Old Business:

There were no old business items.

E. New Business

Stephen O'Sullivan, Director of Education, wanted to thank and acknowledge the conversations happening regarding the renaming of the PVNC Catholic School Board. There have been strong feelings relayed from the unions, staff and parents. There was a month long online consultation, that resulted in 71% in support of the name change. PVNC Catholic will be moving forward with the name change.

There was concerns relating to costs and priorities, but students remain the top priority and no resources or classroom supports will be affected. This will be done in a phased approach, and is part of the Multi Year Strategic Planning. Fostering faith based learning for our students remains the top priority.

F. Next Meeting:

1. March 17, 2025, Large Boardroom, 6:30 p.m.
2. April 7, 2025, Large Boardroom, 6:30 p.m.
3. May 12, 2025, Large Boardroom, 6:30 p.m.
4. June 2, 2025, Large Boardroom, 6:30 p.m.

G. Conclusion

1. Closing Prayer

Superintendent Di Ianni led the committee in closing prayer.

2. Adjournment

Motion: Moved by Trustee Tanguay, seconded by Board Chairperson Mackenzie, that the Committee of the Whole meeting be adjourned at 8:18 pm.

Carried.



Peterborough Victoria
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John Connolly
Committee Chairperson
/sb

Sean Heuchert
Superintendent of Business
and Finance

Creating a culture of
faith, hope and love
to ensure equity
and well-being.

BUSINESS & FINANCE

Report to the Committee of the Whole

Meeting:

Open ▾

Presented for:

Information ▾

Meeting Date:

17 March 2025

Presented by:

Sean Heuchert

Submitted by:

Subject:

School Renewal

Recommended Action(s):

None

Background:

Presented for your information is a presentation on completed/ on-going/ future renewal activities within our various Schools/ Facilities.

2024/2025 Capital funding was allocated to the Board as follows:

School Condition Improvement \$5,486,101

School Renewal Allocation \$2,300,556

Total \$7,786,657

This represents an increase of \$48,536 over last year's funding of \$7,738,121.

The Board also received \$128,198 to support Capital planning and Temporary Accommodations.

All School Board amounts, eligibility and guidelines were published by Ministry of Education "B" Memo #2024:B08.

School Renewal Update

Sean Heuchert
Superintendent of Business & Finance



*Peterborough Victoria
Northumberland and Clarington
Catholic District School Board*

Strategic Priorities 2021-2025



being **CREATIVE**



being **WELL**



being **COMMUNITY**



Vision

Creating a culture of faith, hope and love to ensure equity and well-being.

Mission

To accompany our students as we strive for excellence in Catholic Education.

We educate students in faith-filled, loving, safe, inclusive schools to develop the God-given abilities of each person.



Project Categories (Unifomat and Funding)

A - Substructure

B - Shell

C - Interiors

D - Services

E - Equipment & Furnishings

F - Special Construction & Demolition

G - Building Sitework

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70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D

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70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D

30% of School Condition Improvement Funding can be spent on all Categories



Project Categories (Unifformat and Funding)

A - Substructure

B - Shell

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70% of School Condition Improvement Funding must be spent on projects in Categories A, B, and D

30% of School Condition Improvement Funding can be spent on all Categories

The School Renewal Allocation is for Major Repairs and Replacement



Project Categories (Unifformat and Funding)

- **School Condition Improvement (SCI) - \$5.5M in 24/25**
 - Items eligible for SCI funding are identified through the Ministry's School Facility Condition Assessment Program
 - 70% must be directed to "Major Building Components" e.g. foundations, roof, windows and "Building Services" e.g. plumbing, heating, ventilation
 - 30% can be directed to the above items or building interior and surrounding site components
- **School Renewal Allocation (SRA) - \$2.3M in 24/25**
 - Revitalize Building Components or Building Systems
 - Program related needs
 - Accessibility
 - Maintenance requirements
 - "The Ministry encourages school boards to prioritize SRA expenditures to address facility condition, ventilation, health and safety, and general code requirements (including accessibility)"



Purchasing Process

The purchase of materials, equipment, supplies and services used by the Board shall be the responsibility of the Purchasing Department.

“Purchasing Services shall seek, obtain and purchase all goods and services at the best value, giving consideration to the guidelines of price, service, quality and delivery.”

Request for Tender (RFT) - A request for tender is an open, formal written request for price submissions, normally accompanied by generic descriptions, performance specifications, and specific terms and conditions of supply. A request for tender may be by invitation to selected potential sources of supply based on suppliers' capabilities, through an open pre-qualification process.

Tracking Process

- As vendors are identified through competitive procurement, Purchase Orders are issued and work is added into the Renewal Tracking system shared between Facilities, Finance, Purchasing and Superintendent of Business
- Some adjustments may need to be made as we progress
 - Timelines go into following budget year (both planned and unplanned)
 - Tenders come back higher than expected, some projects will be deferred
- Minimize impact to teaching and learning as much as possible.
 - Timing
 - Splitting
 - Materials

Projects

- B - Shell (\$3.1M)
 - Roof Replacements
 - St. Joseph C.E.S. (Bowmanville)
 - St. Luke C.E.S. (Downeyville)
 - St. Thomas Aquinas C.S.S. (Lindsay)

Projects

- C - Interiors (\$0.9M)
 - Interior Construction
 - St. Joseph C.E.S. (Bowmanville)
 - Monsignor Leo Cleary C.E.S. (Courtice)
 - Notre Dame C.E.S. (Cobourg)
 - Stairs
 - St. Catherine C.E.S. (Peterborough)

Projects

- C - Interiors (\$0.9M) Cont...
 - Flooring
 - St. Paul C.E.S. (Lakefield)
 - St Anne C.E.S. (Peterborough)
 - St. Paul C.E.S. (Peterborough)
 - St. Paul C.E.S. (Norwood)
 - St. Joseph C.E.S. (Bowmanville)
 - St. Mary C.E.S. (Grafton)
 - Holy Family C.E.S. (Bowmanville)
 - Holy Trinity C.S.S. (Courtice)
 - St. Mary C.S.S. (Cobourg)
 - Painting
 - St. Joseph C.E.S. (Douro)
 - St. Martin C.E.S. (Ennismore)
 - St. Alphonsus C.E.S. (Peterborough)
 - Msgr. O'Donoghue C.E.S. (Peterborough)

Projects

- D - Services (\$0.8M)
 - Washrooms
 - St. Mary C.E.S. (Grafton)
 - St. Elizabeth C.E.S. (Bowmanville)
 - Domestic Water
 - St. John C.E.S. (Peterborough)
 - Boiler Replacement
 - St. Francis of Assisi C.E.S. (Newcastle)
 - Holy Cross C.S.S. (Peterborough)

Projects

- D - Services (\$0.8M) - Continued...
 - Cooling
 - St. Mary C.E.S. (Campbellford)
 - Msgr. Leo Cleary C.E.S. (Courtice)
 - Lighting
 - St. Stephen C.S.S. (Bowmanville)

Projects

- D - Services (\$0.8M) - Continued...
 - Communication, Security, Fire Alarm Systems
 - St. Catherine C.E.S. (Peterborough)
 - Mother Teresa C.E.S. (Courtice)
 - St. Joseph C.E.S. (Cobourg)
 - St. Elizabeth C.E.S. (Bowmanville)
 - Good Shepherd C.E.S. (Courtice)
 - Holy Trinity C.S.S. (Courtice)

Projects

- F - Special Construction and Demolition (\$0.04M)
 - Special Structure
 - St. Anne C.E.S. (Peterborough)

Projects

- G - Sitework (\$0.36M)
 - Signage
 - St. Patrick C.E.S. (Peterborough)
 - Site Development
 - St. Joseph C.E.S. (Bowmanville)
 - Pedestrian Paving
 - St Teresa C.E.S. (Peterborough)
 - St. Joseph C.E.S. (Bowmanville)
 - St. Mary C.E.S. (Campbellford)
 - St. Dominic C.E.S. (Lindsay)
 - St. Anthony C.E.S. (Port Hope)
 - Msgr. O'Donoghue C.E.S. (Peterborough)

Projects

- G - Sitework (\$0.36M)
 - Sewer
 - St. Anthony C.E.S. (Port Hope)
 - Parking Lots
 - St. Thomas Aquinas C.S.S. (Lindsay)
 - St. Stephen C.S.S. (Bowmanville)

Questions?

