

SPECIAL MEETING OF THE BOARD
AGENDA

Date: Tuesday, November 26, 2019
 Time: 7:00 pm
 Location: Catholic Education Centre - Board Room
 802 Drury Lane
 Burlington, Ontario

	Pages
1. Call to Order	
1.1 Opening Prayer, National Anthem and Oath of Citizenship (D. Suan)	
2. Approval of the Agenda	
3. Declarations of Conflict of Interest	
4. Action Items	
4.1 City of Burlington Transit Proposal (P. Daly)	1 - 2
4.2 Milton Secondary School Boundary Review (R. Merrick)	3 - 6
5. Information Items	
5.1 Student Trustees Update	
5.2 School Educational Field Trips	7 - 8
5.3 2018-2019 Treasurer's Annual Investment Report (A. Lofts)	9 - 19
5.4 Construction Report - St. Nicholas Catholic Elementary School (R. Merrick)	20 - 20
5.5 Construction Report - Assumption Catholic Secondary School (R. Merrick)	21 - 21
5.6 Construction Report - Bishop P.F. Reding Catholic Secondary School (R. Merrick)	22 - 22
5.7 Extensive Trip Advisory Committee (ETAC) Trip Proposals	23 - 30
5.8 Celebrating the 50th Anniversary of the Halton Catholic District School Board (P. Daly)	31 - 33
5.9 OCSTA 2020 AGM Resolutions (P. DeRosa)	34 - 46
6. Miscellaneous Information	
6.1 Minutes of the October 8, 2019 Policy Committee Meeting	47 - 52
7. In-Camera	

8. Resolution re: Absentees
9. Adjournment and Closing Prayer (V. Iantomasi)



City of Burlington Transit Proposal	Item 4.1
November 26, 2019	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements:** Optimizing organizational effectiveness.

Purpose

The purpose of this report is to recommend to that the Halton Catholic District School Board continue to investigate the viability of a proposal put forward by City of Burlington Mayor Marianne Meed Ward to explore the option of free transit for high school students in Burlington, to be implemented as early as 2020.

Background Information

In July 2018, staff from the City of Burlington and Mayor’s office met with staff and trustee representatives of the various schoolboards in the region and Halton Student Transportation Services to discuss the feasibility of free student transit for Secondary school students in Burlington.

Since then, Burlington City Council unanimously passed a motion to direct the Mayor and Director of Transit to develop a draft report including a Memorandum of Understanding (MOU) regarding free transit for Burlington students, outlining the program, costs, revenue impacts, eligibility, and commitments in more detail, in partnership with Halton Region and the four school boards that serve Halton students: Halton District School Board, Halton Catholic District School Board, and the two French school boards, Conseil scolaire Viamonde and Conseil scolaire catholique MonAvenir, and report back to council for a decision.

Comments

The goals of free fares include removing some of the barriers to taking transit; getting vehicles off the road; reducing Green House Gas emissions from vehicle trips driving students to and from school; and introducing students to transit so they become lifelong riders.

The free transit program would be available to all students, but the primary goal is reach those not eligible for yellow bus service (for example, those who live within 0 to 3.2 kilometres from their school) and who may be driven to school now. Yellow bus service would continue. Fares would be free on both



conventional and Handivan buses (as per AODA rules). The Board currently purchases bus passes from Burlington Transit. The City of Burlington would be expecting the Board to continue to make this contribution to help defray the costs of the program. The funding formula and any changes over time would be negotiated.

Conclusion

Staff recommends that the Board support further investigation into the viability of this proposal.

Recommendation

The following recommendation is presented for the consideration of the Board:

Resolution#:	<i>Moved by:</i>
	<i>Seconded by:</i>
Resolved , that the Halton Catholic District School Board support, in principle, the concept of free transit for Burlington secondary school students through Burlington Transit, and direct staff to investigate with partners, the details of a Memorandum of Understanding, and to report back regarding this opportunity.	

Report Prepared &
Submitted by:

Pat Daly
Director of Education and Secretary of the Board

Report Approved by:

Pat Daly
Director of Education and Secretary of the Board



Milton Secondary School Boundary Review	Item 4.2
November 26, 2019	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

Purpose

To initiate a school boundary review process to establish school boundaries for the future Milton #3 “Mazmik” Catholic Secondary School. This process will seek to also establish interim and ultimate student accommodation plans for the secondary panel leading up to the opening of the new school.

Background Information

1. Staff Report Item 9.1 “Milton Secondary School Boundary Review” from the November 5, 2019, Regular Meeting of the Board
2. Action Report Item 8.8 “2019 Capital Priorities List Submission” from the June 18, 2019, Regular Meeting of the Board
3. Information Report Item 10.9 “Long-Term Capital Plan Update – Final Report” from the June 18, 2019, Regular Meeting of the Board
4. Information Report Item 10.4 “2018-19 Annual Facility Accommodation Report” from the April 2, 2019, Regular Meeting of the Board.
5. Information Report 10.9 “Planning Services Work Plan for 2018-2019” from the October 2, 2018, Regular Board Meeting.

Comments

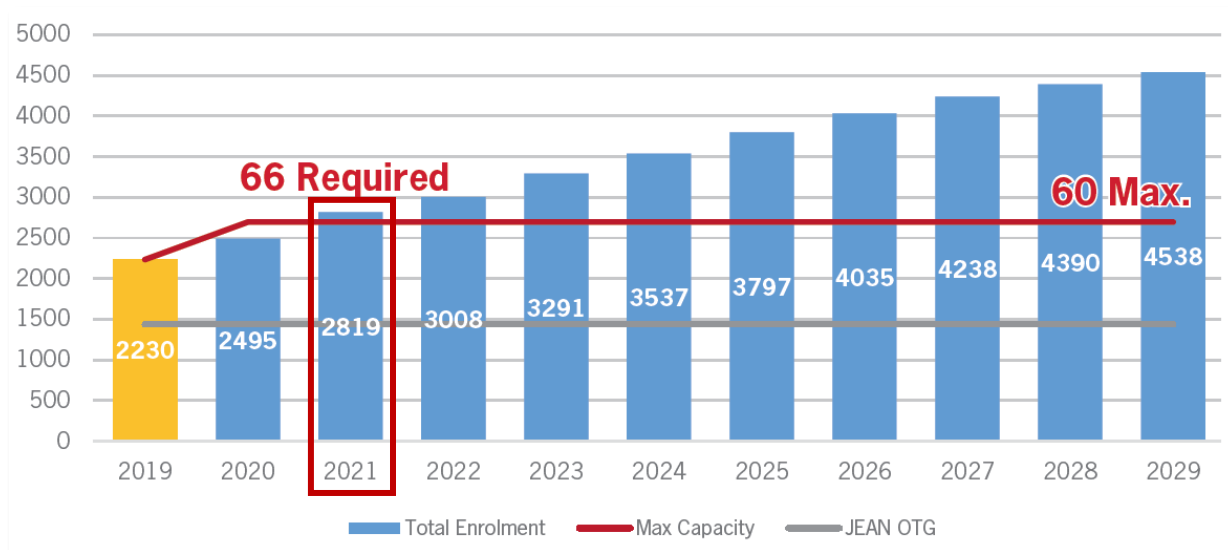
On September 30, 2019, the Board submitted its 2019-20 Capital Priorities Submission to the Ministry of Education. The Milton #3 Catholic Secondary School project was submitted as Priority #1 of the six (6) projects submitted. It is anticipated the funding announcements will be made in early 2020, at which point the Board will receive confirmation if it was successful.

The [2019 Long-Term Capital Plan Update](#) indicates that the Milton #3 CSS project is required by the 2021-22 school year. At this time, Jean Vanier CSS, which is currently holding Milton #3 CSS students, will surpass its maximum portable classroom capacity of 60 units by the 2021-22 school year. The expected portable classroom requirement at Jean Vanier CSS for the 2021-22 school year is 66 portable classrooms. See Figure 1.



Given the increasing enrolment pressures, new secondary accommodations are urgently required to house the Town of Milton Secondary School population.

Figure 1: Jean Vanier Catholic Secondary School Projections



It is important to note that a secondary school takes a minimum of three (3) years to construct, from start to finish. The first year is dedicated to obtaining the required planning and building approvals, and the latter two (2) years for construction. Board staff is already undertaking works related to the required planning approvals to prepare the site for construction.

Anticipating an announcement from the Ministry in early 2020, and the required time to receive Approval to Proceed (ATP), and tendering the project, it is no longer feasible to achieve a September 2021-22 opening date. Opening the Milton #3 CSS by the 2022-23 school year is now considered the most likely opening date.

Considering that Jean Vanier CSS will have surpassed its total on-site capacity by 2021-22, Milton #3 CSS students may need to be temporarily relocated to alternate school accommodations with available space within the Board’s jurisdiction.

As a response to the above concerns, Facility Management Services and Planning Services is recommending that the Board initiate a Secondary School Boundary Review for the Town of Milton secondary panel. The scope of the school boundary review would be as follows:

- Define the school attendance boundary for the future Milton #3 CSS, as well as its elementary family of schools;
- Identify an interim holding school to temporarily accommodate Milton #3 CSS students, in wait for the school opening;



- Work with senior staff to develop an interim and ultimate accommodation plan for Milton Secondary Students; and,
- Define future holding areas for the next Milton Catholic Secondary School, as defined in the Board’s 2019 Long-Term Capital Plan.

The proposed school boundary review process is governed by [Operating Policy I-29: School Boundary Review Process Administrative Procedure](#), and follows the protocols of the *Standard School Boundary Review Process*, based on Section 4.3 of [Administrative Procedure VI-88: School Boundary Review Process Administrative Procedure](#). The standard process applies given the complexity of the review.

Advisory School Boundary Review Committee Composition

When a process is initiated, an Advisory School Boundary Review Committee (SBRC) is created. The role of the committee is advisory and is responsible for reviewing potential boundary and accommodation options with an objective lens meant to benefit the Catholic school community as a whole.

Given the scale of this boundary review, parent representation on the SBRC should include Catholic School Council representatives from all elementary and secondary schools in Milton. For the elementary panel, it would be ideal to have representation from parents of intermediate/senior students, as they will be most affected by the changes. The Director of Education may also designate the affected Family of School Superintendent and other Board Senior Staff to participate in the SBRC.

In the development/exploration of interim accommodation options that involve other school communities outside the Town of Milton, a representative of the affected school community may also be invited to sit on the SBRC in a temporary or permanent capacity.

School Boundary Review Milestones:

The following table provides the tentative School Boundary Review milestones:

Table 1: Tentative School Boundary Review Milestones

TENTATIVE DATE	FORUM	ACTIONS
September 30, 2019	Ministry Submission	Milton #3 CSS Capital Priorities Submission
November 5, 2019	Board Meeting	Staff Report – SBRC Initiation Report
November 19, 2019	Board Meeting	Action Report – SBRC Initiation Report
Mid-November 2019	Information Meeting	Milton Parent Council Information Night
Late-November	Information Meeting	Public Information Night
December 2019	Notification	Communication for SBRC Parent Member Selection
January 2020	SBRC Meeting	SBRC Information Start-Up & Working Meeting #1
February 2020	SBRC Meeting	SBRC Working Meeting #2
March 2020	Information Meeting	Public Meeting #1
March 2020	SBRC Meeting	SBRC Working Meeting #3
April 2020	SBRC Meeting	SBRC Working Meeting #4
May 2020	Information Meeting	Public Meeting #2



TENTATIVE DATE	FORUM	ACTIONS
May/June 2020	SBRC Meeting	SBRC Final Working Meeting
June/Sept	Board Meeting	Interim Staff Report – SBRC Recommendations
June/Sept	Board Meeting	Public Delegations
June/Sept	Board Meeting	Final Action Report – SBRC Recommendations
June/Sept	Notification	Communication to the Milton communities.

The above schedule is tentative, and may be subject to change as the SBRC moves through the process. It should also be noted that if additional or fewer working meetings and/or public meetings are required, further modifications may be made to the above schedule.

The goal is to complete the boundary review process prior to the 2021-22 registration period, so as to give advance notice to the parent and school communities.

Conclusion

Staff recommends that a standard School Boundary Review Process be initiated to establish interim accommodation options to hold future Milton #3 CSS students, as well as to define the ultimate school boundaries once opened. September 1, 2021, has been identified as the earliest implementation date for any boundary changes, if approved.

Recommendation

The following resolution is respectfully submitted for Trustee consideration and approval to proceed with initiating a school boundary review process to identify interim and ultimate accommodation plans for the Milton #3 Catholic Secondary School.

RESOLUTION#	Moved By: Seconded By:
RESOLVED , that the Halton Catholic District School Board direct staff to initiate a school boundary review process to identify interim and ultimate accommodation plans for the Milton #3 Catholic Secondary School.	

- Report Prepared by: F. Thibeault
Senior Manager, Planning Services
- Report Submitted by: R. Merrick
Superintendent, Facility Management Services
- Report Approved by: P. Daly
Director of Education and Secretary of the Board

Approved School Educational Trips

ALL PROPOSED TRIPS HAVE BEEN REVIEWED PRIOR TO APPROVAL, AND ARE CONSISTENT WITH BOARD POLICY

Dated: Tuesday, November 26, 2019

Listed by Destination						
SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Elementary						
St. Elizabeth Seton CES, Burlington	8	40	Ottawa, ON	The purpose of this trip is to further develop leadership skills, build on students developmental assets, and build a sense of community in grade 8. Students will participate in varied physical education activities that are connected to the grade 8 physical education curriculum. Students will be offered activities that allow them to further explore the value of friendships and their responsibilities as stewards of God's creation in building a loving and just society. Daily prayers will be said before meals.	Wednesday, June 10 – Friday June 12, 2020	\$594.00
St. Teresa of Calcutta CES, Oakville	8	44	Ottawa, ON	This trip to Ottawa will enhance St. Teresa of Calcutta's students' understanding of the history, geography and religion studies curriculum. Students will be visiting the RCMP Stables, The Supreme Court of Canada, and Parliament Hill, to name a few places of interest. Staff and students will participate in daily prayers and a reflective tour of Notre Dame Basilica.	Wednesday, May 27 - Friday, May 29, 2020	\$579.00

Listed by Destination						
SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Secondary						
Jean Vanier CSS, Milton	10-12	30	Ste. Marie Among the Hurons, Midland, ON	Students will visit one of the first Catholic missions, chapel and church in New France. They will participate in a liturgy in the church of St. Joseph, visit the tomb of Father Brebeuf, and Christian/Native burial grounds. We will conduct a winter hike to the Martyrs Shrine and visit the grounds. Much time will be spent in discussion and role playing activities based on Native/European contact, tolerance, and appreciation of both cultures and Native Spirituality. Today's Native issues can be better understood by examining the roots and history of the problem in New France. St. Marie will provide this opportunity through experiential learning. Staff and students will participate in daily prayers.	Wednesday, February 5, Friday, February 7, 2020	\$185.00

Listed by Destination						
SCHOOL	GRADE(S)	# OF STUDENTS	DESTINATION	PURPOSE	DATES	COST PER PUPIL
Secondary						
Christ the King Georgetown	11-12	30-40	Washington DC, USA	One of the most visited cities in the USA, Washington, DC offers a variety of interesting experiences, from learning about American history and government to seeing many of the most iconic sights in the country. When it comes to American history, this is where it all comes together. America's capital is rich with history and incredible sights to see. From the monuments and memorials to the many significant buildings and points of interest. The students will have an amazing opportunity to witness and experience American history. Staff and students will participate in daily prayers and attend Mass on Sunday, April 26 th at St. Patrick's Church.	Thursday, April 23, Monday, April 27, 2020	\$1,215.00



Alignment to Strategic Plan

This report is linked to our strategic priority of **Foundational Elements**: Optimizing organizational effectiveness.

Purpose

To provide the Board of Trustees with the 2018-19 investment report, per Ontario Regulation (O. Reg.) 41/10 Board Borrowing, Investing, and Other Financial Matters, made under the Education Act.

Background Information

- 1) Action Report "2018-19 Draft Audited Financial Statements" from the November 19, 2019 Regular Meeting of the Board.

Comments

As prescribed under O.Reg. 41/10, the Board may invest in the following securities, as outlined in Part IV of the regulation, subsections 1 to 5 (outlined in Appendix A):

1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by,
 - i. Canada or a province or territory of Canada,
 - ii. an agency of Canada or of a province or territory of Canada,
 - iii. a municipality in Canada, or
 - iv. the Municipal Finance Authority of British Columbia.
2. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if,
 - i. the bond, debenture or other evidence of indebtedness is secured by the assignment to a trustee, as defined in the Trustee Act, of payments that Canada or a province or territory of Canada has agreed to make or is required to make under a federal, provincial or territorial statute, and
 - ii. the payments referred to in subparagraph i are sufficient to meet the amounts payable under the bond, debenture or other evidence of indebtedness, including the amounts payable at maturity.



3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made, that are issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I or II of the Bank Act (Canada),
 - ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act, or
 - iii. a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.

4. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made, that are issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I or II of the Bank Act (Canada),
 - ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act, or
 - iii. a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.

5. Bonds, debentures, evidences, or long-term indebtedness issued by an institution listed in paragraph 4.

Further to O. Reg. 41/10, Board Operating Policy F-10 Banking, Investment and Borrowing (attached in Appendix B), sets out the Board's investment goals, which require Management to invest any surplus cash, accumulated surplus or deferred revenue in securities eligible under O. Reg. 41/10, that provide a positive rate of return, while limiting fiscal exposure of risk of loss.

In an attempt to reduce the Province's borrowing costs, the Ministry has implemented a Delayed Grant Payment methodology resulting in a reduction in the Board's cashflow. Based on the 2019-20 budget estimates submission, the Board's estimated delayed grant payment expected as of September 1, 2019, is \$10,209,000.

During the 2018-19 fiscal year, the Board invested surplus Proceeds of Disposition funds excluded from the delayed grant payment in term deposits. The following table outlines the investments made during 2018-19, their maturity dates, term, interest rate and interest revenue recognized as of August 31, 2019, as well as interest revenue expected to be recognized as of August 31, 2020.

Principal	Issue Date	Maturity Date	Due on Maturity	Rate	Term	Int Rev to Aug 31, 2019	Int Rev to Aug 31, 2020
\$ 4,210,827	March 8, 2018	September 4, 2018	\$ 4,253,396	2.05%	180	\$ 42,569	
\$ 12,667,281	May 29, 2018	November 26, 2018	\$ 12,799,822	2.11%	181	\$ 132,541	
\$ 15,000,000	May 29, 2018	May 29, 2019	\$ 15,345,000	2.30%	365	\$ 345,000	
\$ 10,200,000	December 7, 2018	September 4, 2019	\$ 10,393,115	2.55%	271		\$ 193,115
TOTAL INTEREST REVENUE						\$ 520,110	\$ 193,115



All of the above term deposits are eligible investments under O. Reg. 41/10 and comply with Board Operating Policy I-10; further, all of these investments are expected to perform as prescribed, upon maturity. Interest revenue earned to August 31, 2019, amounted to \$520,111. An additional \$193,115 is expected to be recognized as of August 31, 2020. The interest revenue is subject to the same revenue restrictions as the Proceeds of Disposition, under O. Reg. 193/10 Restricted Purpose Revenues, and will be deferred unless used on eligible capital expenditures.

Conclusion

Per O. Reg. 41/10 Board Borrowing, Investing and Other Financial Matters and Board Operating Policy I-10 Banking, Investment and Borrowing, investments were made during the 2018-19 fiscal year, resulting in additional interest revenue of \$520,111. The remaining term deposits, maturing during the 2018-19 fiscal year, are expected to result in additional interest revenue of \$193,115.

Report Prepared by: A. Lofts
Superintendent, Business Services and Treasurer of the Board

Report Submitted by: A. Lofts
Superintendent, Business Services and Treasurer of the Board

Français

ONTARIO REGULATION 41/10

made under the

EDUCATION ACT

Made: February 24, 2010

Filed: February 26, 2010

Published on e-Laws: March 2, 2010

Printed in *The Ontario Gazette*: March 13, 2010**BOARD BORROWING, INVESTING AND OTHER FINANCIAL MATTERS****PART I****NON-PERMANENTLY FINANCED DEBT OF DISTRICT SCHOOL BOARDS****Definitions****1.** In this Part,

“assignee” means the trustee of a trust or another person to whom a portion of a legislative grant is assigned by a district school board under an agreement prescribed by this Part; (“cessionnaire”)

“non-permanently financed debt” means, in respect of a district school board, the amount as of August 31, 2001 that is listed in Column (e) under the heading “Not Permanently Financed” opposite the name of the board in Table 2, “Capital Related Debt Eligible for Funding Support, by District School Board”, in the document entitled *School Board Capital Related Debt (June 17, 2002)*, published by the Ministry; (“dette sans financement permanent”)

“participating board” means a district school board that enters into an agreement prescribed by this Part with an assignee; (“conseil participant”)

“refinanced debt” means the debt incurred by the assignee in respect of the financing arranged to refinance the non-permanently financed debt of district school boards; (“dette refinancée”)

“unreimbursed costs” means the costs, expenses or liabilities for which an assignee that is a trustee of a trust is held to be personally liable in connection with administering the trust or arranging for the financing to refinance the non-permanently financed debt. (“frais non remboursés”)

Prescribed instrument

2. (1) An agreement that contains the following is prescribed for the purposes of clause 247 (3) (f) of the Act as an instrument that may be executed by a district school board:

1. The agreement provides for the irrevocable assignment by the board to the assignee named in the agreement of the portion of each legislative grant that is paid under the Act in respect of,
 - i. the board’s non-permanently financed debt, other than amounts referred to in clause 37 (1) (b) of Ontario Regulation 154/01 (Student Focused Funding — Legislative Grants for the 2001-2002 School Board Fiscal Year) made under the Act or clause 37 (1) (b) of Ontario Regulation 156/02 (Student Focused Funding — Legislative Grants for the 2002-2003 School Board Fiscal Year) made under the Act as those regulations read immediately before they were revoked, or
 - ii. the portion of the refinanced debt attributable to the board.
2. The agreement requires the board to give a direction to the Minister to pay the assigned portion of each legislative grant directly to an account specified in the agreement.
3. The agreement requires the assignee to,
 - i. assume the board’s liability to pay its non-permanently financed debt,
 - ii. arrange financing to refinance the non-permanently financed debt of the board and other participating boards by,
 - A. creating and issuing, pursuant to one or more trust indentures, bonds, debentures or other evidences of the refinanced debt,
 - B. entering into one or more underwriting agreements in respect of the bonds, debentures or other evidences of the refinanced debt,
 - C. obtaining ratings of the bonds, debentures or other evidences of the refinanced debt from one or more nationally recognized rating agencies, and

- D. causing an offering document to be prepared in respect of the bonds, debentures or other evidence of the refinanced debt and making it available to underwriters and other potential purchasers of the bonds, debentures or other evidences of the refinanced debt,
 - iii. out of the proceeds of the refinanced debt, pay the board's non-permanently financed debt, and
 - iv. obtain from the holder of the non-permanently financed debt a receipt for the payment of the board's non-permanently financed debt.
4. If the assignee is the trustee of a trust, the agreement requires the board to do the following:
- i. indemnify the trustee in its personal capacity for all unreimbursed costs, if any, to the extent that the assets of the trust out of which the trustee is entitled at law or in equity to be indemnified for the unreimbursed costs are insufficient to satisfy the unreimbursed costs, and
 - ii. make just and equitable contribution to satisfy the claims giving rise to the unreimbursed costs in an amount that is in the same proportion to the aggregate of the unreimbursed costs that the board's non-permanently financed debt bears to the sum of the non-permanently financed debt of all the participating boards and the amount of fees paid to the trustee, if the indemnity referred to in subparagraph i is for any reason held by a court to be unenforceable.
5. The agreement provides that if the board is required, pursuant to a provision in an agreement described in paragraph 4, to indemnify the trustee or make just and equitable contribution to satisfy the claims giving rise to the unreimbursed costs, the liability of the board under the rights of indemnity or contribution,
- i. shall be several and not joint, and
 - ii. shall not exceed the amount by which the board's non-permanently financed debt exceeds the cumulative amount of the legislative grants in respect of the principal amount of the refinanced debt paid to the account referred to in paragraph 2 established by the board.

(2) An agreement is prescribed for the purposes of clause 247 (3) (f) of the Act if it satisfies the requirements of subsection (1) and it contains provisions that are not inconsistent with the requirements of subsection (1).

Board to provide copy to the Minister

3. If a district school board enters into an agreement prescribed by this Part, it shall give a written direction described in paragraph 2 of subsection 2 (1) and a copy of the agreement to the Minister.

**PART II
RISK MANAGEMENT BY BOARDS IN RESPECT OF ENERGY PRICES**

Commodity price hedging agreements

4. (1) A board may enter into commodity price hedging agreements under this Part in order to hedge the risks associated with the fluctuations in the prices of the natural gas, electricity and other energy commodities that are required by the board to operate its schools, other properties and vehicles.

(2) The agreement must fix, directly or indirectly, or enable the board to fix the price or range of prices to be paid by the board for the future delivery of some or all of a commodity described in subsection (1) or the future cost to the board of an equivalent quantity of the commodity.

(3) A board shall not sell or otherwise dispose of the commodity price hedging agreement or any interest of the board in the agreement.

Report on commodity price hedging agreements

5. (1) If a board has any subsisting commodity price hedging agreements in a fiscal year, the treasurer of the board shall prepare and present to the board as part of the annual financial report to the board for the fiscal year a detailed report on all of those agreements.

(2) The report must contain the following information and documents:

- 1. A statement about the status of the agreements during the period of the report, including a comparison of the expected and actual results of using the agreements.
- 2. Such other information as the board may require.
- 3. Such other information as the treasurer considers appropriate to include in the report.

**PART III
BORROWING FOR PERMANENT IMPROVEMENTS**

Borrowing for permanent improvements

6. A board that, under subsection 247 (1) or (2) of the Act, borrows money or incurs debt for permanent improvements shall do so only in accordance with this Part.

Permitted loans

7. (1) A board may by by-law borrow money for permanent improvements by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority.

(2) To obtain a loan described in subsection (1), a board shall make a loan application to the Ontario Financing Authority in accordance with any applicable policies, procedures or terms set by the Ontario Financing Authority.

(3) If the Ontario Financing Authority approves a board's loan application and the board can demonstrate to the satisfaction of the Minister that another entity would provide a loan with the same terms and conditions as the Ontario Financing Authority but at a lower cost, the board may by by-law borrow money for permanent improvements by way of a loan with an initial maturity of more than one year from that other entity if it is one of the following:

1. A bank listed in Schedule I or II of the *Bank Act* (Canada).
2. A loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*.
3. A credit union or league to which the *Credit Unions and Caisses Populaires Act, 1994* applies.
4. A municipality in Canada.

(4) A board that obtains a loan described in this section shall ensure that the proceeds of it are used for permanent improvements.

(5) Despite the lifetime of a permanent improvement for which a loan described in this section is made, the loan shall be payable over a term not exceeding 25 years.

**PART IV
ELIGIBLE INVESTMENTS**

Eligible investments

8. A board does not have the power under section 241 of the Act to invest in a security other than a security prescribed under this Part.

Eligible investments

9. The following are prescribed, for the purposes of clause 241 (1) (a) of the Act, as securities that a board may invest in:

1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by,
 - i. Canada or a province or territory of Canada,
 - ii. an agency of Canada or of a province or territory of Canada,
 - iii. a municipality in Canada, or
 - iv. the Municipal Finance Authority of British Columbia.
2. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if,
 - i. the bond, debenture or other evidence of indebtedness is secured by the assignment to a trustee, as defined in the *Trustee Act*, of payments that Canada or a province or territory of Canada has agreed to make or is required to make under a federal, provincial or territorial statute, and
 - ii. the payments referred to in subparagraph i are sufficient to meet the amounts payable under the bond, debenture or other evidence of indebtedness, including the amounts payable at maturity.
3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made, that are issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I or II of the *Bank Act* (Canada),
 - ii. a loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*, or
 - iii. a credit union or league to which the *Credit Unions and Caisses Populaires Act, 1994* applies.
4. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made, that are issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I or II of the *Bank Act* (Canada),
 - ii. a loan corporation or trust corporation registered under the *Loan and Trust Corporations Act*, or

iii. a credit union or league to which the *Credit Unions and Caisses Populaires Act, 1994* applies.

5. Bonds, debentures or evidences or long-term indebtedness issued by an institution listed in paragraph 4.

Rating of certain eligible investments

10. (1) A board shall not invest in a security under paragraph 4 or 5 of section 9 unless the bond, debenture, promissory note or evidence of indebtedness is rated,

- (a) by DBRS Limited as “AA(low)” or higher;
- (b) by Fitch Ratings as “AA–” or higher;
- (c) by Moody’s Investors Services Inc. as “Aa3” or higher; or
- (d) by Standard and Poor’s as “AA–” or higher.

(2) If an investment made under paragraph 4 or 5 of section 9 falls below the standard required under subsection (1), the board shall sell the investment within 90 days after the day the investment falls below the standard.

Restriction: securities expressed or payable in foreign currency

11. (1) A board shall not invest in a security that is expressed or payable in any currency other than Canadian dollars.

(2) Subsection (1) does not prevent a board from continuing an investment, made before this Regulation comes into force, that is expressed and payable in the currency of the United States of America or the United Kingdom.

Restriction: investment of money from certain funds

12. A board shall not invest money from its general fund, its capital fund or a reserve fund in a security unless,

- (a) the money is made repayable on or before the day on which the board requires the money; or
- (b) any interest or other earnings from the investment are credited to the fund from which the money was invested.

Statement of investment policies and goals

13. (1) Before a board invests in a security prescribed under this Part, the board shall, if it has not already done so, adopt a statement of the board’s investment policies and goals.

(2) In preparing the statement of the board’s investment policies and goals under subsection (1), the board shall consider,

- (a) the board’s risk tolerance and the preservation of its capital;
- (b) the board’s need for a diversified portfolio of investments; and
- (c) obtaining legal advice and financial advice with respect to the proposed investments.

Investment report

14. (1) If a board has an investment in a security prescribed under this Part, the board shall require the treasurer of the board to prepare an investment report as part of the treasurer’s annual financial report to the board.

(2) The investment report referred to in subsection (1) shall contain,

- (a) a statement about the performance of the portfolio of investments of the board during the period covered by the report;
- (b) a description of the estimated proportion of the total investments of the board that are invested in its own long-term and short-term securities to the total investment of the board and a description of the change, if any, in that estimated proportion since the previous year’s report;
- (c) a list of any investments of the board that are not eligible investments under this Part or that fall below the prescribed ratings, and a description of the plans for disposing of those investments;
- (d) a statement by the treasurer as to whether or not, in his or her opinion, all investment were made in accordance with the investment policies and goals adopted by the board;
- (e) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security; and
- (f) such other information that the board may require or that, in the opinion of the treasurer, should be included.

Ineligible investments

15. (1) Despite this Regulation, if on the day this Regulation comes into force, a board holds an investment that is not prescribed under this Regulation, the board shall sell the investment within 90 days after the day this Regulation comes into force.

(2) Despite subsection (1), if the sale of the investment would result in the board realizing an amount below the net book value of the investment, the board may retain the investment, but only until it has an opportunity to realize an amount equal to the net book value of the investment, at which time it shall sell the investment.

Commencement

16. This Regulation comes into force on the day it is filed.

Français

Back to top

Banking, Investment and Borrowing	
Adopted: February 21, 2012	Last Reviewed/Revised: June 20, 2017
Next Scheduled Review: 2019-2020	
Associated Policies & Procedures: VI-91 Banking, Investment and Borrowing VI-26 Cheque Requisitions	

Purpose

To define the Halton Catholic District School Board's ("the Board") policy with regard to the selection and/or retention of the Board's banker, signing authorities, investing and borrowing, in accordance with the Education Act.

Application and Scope

This policy applies to all Halton Catholic District School Board (the Board) employees and trustees having financial stewardship responsibilities.

References

[Education Act, Ontario Regulation 41/10](#)

[Bank Act \(Canada\) Loan and Trust Corporations Act](#)

[Credit Unions and Caisses Populaires Act](#)

Principles

- Financial operations support the overall goals, priorities, strategic directions and accountability measures established by the Board.
- Providing financial stewardship requires taking care of the Board's financial resources and ensuring they are used for the purpose intended.
- Effective and efficient financial management practices ensure:
 - the prudent use of the Board's fiscal and tangible capital assets;

- an annual budget that is linked to Board-approved goals and priorities and complies with legal and statutory requirements; and
- The Board's assets are safeguarded for the use of future generations of students by limiting fiscal exposure to risk.
- The Board strives to optimize the utilization of its cash resources within statutory limitations and its basic fiduciary responsibility to protect and preserve capital, while maintaining liquidity to meet on-going financial requirements.
- The Board shall maintain and foster high ethical standards, integrity and respect for all stakeholders in conducting the Board's business.

Requirements

- All investments of surplus cash and/or accumulated surplus and/or deferred revenue are made by Management in accordance with the Education Act, Ontario Regulation 41/10. All investments must be in accordance to following Investment Goals:
 - To provide a positive rate of return on funds invested, in accordance with this policy, and consistent with the Board's governing values, mission, and vision.
 - To utilize self-financing where practical and possible.
 - To limit fiscal exposure to risk or loss.
- All Board borrowing will be as instructed in the Education Act, Ontario Regulation 41/10 and follow the Board's By-Laws.
- The banking agent for the Board shall be limited to, but may be any bank to which the Bank Act (Canada) applies or any trust company to which the Loan and Trust Corporations Act applies or any credit union to which the Credit Unions and Caisses Populaires Act.
- Signing authorities for Halton Catholic District School Board's operating, capital and US banks are as follows:
 - Cheques over \$100,000 must be signed by one of two signatures (Chair of the Board; or Vice-Chair of the Board) and one of three signatures (Secretary of the Board, Treasurer of the Board; or Senior Administrator, Financial Services).
 - Cheques under \$100,000 must be signed by the Secretary of the Board and one of four signatures (Treasurer of the Board; Senior Administrator, Financial Services; Chair of the Board; or Vice Chair of the Board).
 - The Board's payroll cheques require two of three signatures (Secretary of the Board; Treasurer of the Board; Senior Administrator, Financial Services).



Policy No. I-10 | Banking, Investment and Borrowing

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____

Chair of the Board



Construction Update

- The pictures above were taken on November 13, 2019. The top-left picture shows the front of the school. The top-right picture shows visual display boards in a classroom. The bottom-left picture shows ceramic tile installed in a student washroom. The bottom-right picture shows concrete curb and pole light base installation.
- Work completed included some curb, ceramic flooring, millwork, drop ceiling and some drywall installation

Schedule Update

- Complete ceramic flooring
- Asphalt paving
- Drywall and other finishing trades

If you have any comments or questions about the new school, please contact Toni Pinelli, Superintendent of Education, at (905) 632-6300 ext. 181 or e-mail pinellit@hcdsb.org. For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail merrickr@hcdsb.org.

Construction Report 5.5 - November 2019



Construction Update

- The pictures above were taken on November 13, 2019. The top-left picture shows the completed food and nutrition room. The top-right picture shows structural steel installation on the third floor. The bottom-left picture shows the new parking lighting in the north parking lot. The bottom-right picture shows the new cafeteria area.
- Work completed includes 3rd floor pre-cast concrete installation, load bearing walls and parking lot lighting.

Schedule Update

- Roof installation
- 3rd floor concrete topping
- Electrical branch wiring
- Roof installation

If you have any comments or questions about the new school, please contact Stephany Balogh, Superintendent of Education, at (905) 632-6300 ext. 120 or e-mail baloghs@hcdsb.org. For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail merrickr@hcdsb.org.

Construction Report 5.6 - November 2019



Construction Update

- The pictures above were taken on November 13, 2019. The top-left picture shows ongoing footings in the cafeteria. The top-right picture shows load bearing walls in the two story classroom addition. The bottom-left picture shows precast concrete stairwell. The bottom-right picture shows ongoing plumbing installation.
- Work completed included some load bearing walls, pre-cast concrete installation and slab on grade concrete pour.

Schedule Update

- Complete second floor load bearing walls in two story addition and cafeteria addition footings.
- Steel joist installation in two story addition.

If you have any comments or questions about the new school, please contact Lorrie Naar, Superintendent of Education, at (905) 632-6300 ext. 135 or e-mail naarl@hcdsb.org. For school construction information contact Ryan Merrick, Superintendent, Facility Management Services, at (905) 632-6300 ext. 171 or e-mail merrickr@hcdsb.org.



<p>Extensive Trip Advisory Committee (ETAC) Trip Proposals</p>	<p>Item 5.7</p>
<p>November 26, 2019</p>	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

Purpose

To provide trustees with information regarding the extensive field trips submitted by the Halton Catholic District School Board Secondary Schools for the 2019-2020 school year.

Background Information

The Extensive Trip Advisory Committee (ETAC) met on Tuesday, October 8, 2019 for the purpose of considering these requests. The committee reviewed the packages and requested additional information where required, which has been provided. The proposed trips meet all the established criteria and the committee recommended approval.

Each school has submitted an information sheet, which is attached.

ETAC: Appendix A:

- i. THOMAS MERTON CSS
 - a. NEW YORK CITY (INTERNATIONAL BUSINESS)
JULY 4-10, 2020
 - b. NEW YORK CITY (WORLD RELIGIONS)
JULY 4-10, 2020
 - c. OTTAWA, MONTREAL, NEW YORK CITY
JULY 11-17, 2020
 - d. POLAND, GERMANY, SLOVAKIA, HUNGARY
JULY 8-23, 2020
 - e. ITALY
JUNE 28 – JULY 19, 2020

Appendix B:

- ii. ST. THOMAS AQUINAS CSS
 - a. QUITO ECUADOR – ANDEAN COMMUNITIES
APRIL 18-27, 2020



Report Submitted by: Jeff Crowell
Superintendent of Education, School Services

Report Approved by: Pat Daly
Director of Education and Secretary of the Board



Appendix A

ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: Thomas Merton Centre for Continuing Education	Principal: Gino Montanari
Trip Destination: New York City	Date of Trip: July 4-10, 2020
Cost of Trip: \$1900.00	Number of Instructional Days Away: N/A

Brief Rationale for the Trip: Students will be working towards achieving their Grade 12 International Business Fundamentals credit through an experiential learning opportunity as they participate in activities and complete assignments and assessments in New York City.	
Names of Supervisors: PTR 10:1, 2 Teachers, 1 Teaching Assistant, 1 Tour Animator, 1 Edu Travel staff (5 adults per group) TBD (teachers are hired by Thomas Merton, TA and Animator by Edu Travel)	Name(s) of First Aid Provider(s): TBD with final itinerary Tour guides have the names and locations of the nearest hospitals to the specific destinations. All students must have out of province/country insurance. Once the # is called, the student is directed to the nearest clinic or hospital for care.
Number of Students: 50 students	Insurance Provider: Insureit Group Inc., 200-800 Denison Street, Markam, ON L3R 5M9
Date and Location of Mass: Sunday, July 5, 2020 at 5pm at St. Patrick's Cathedral, NYC.	



ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: Thomas Merton Centre for Continuing Education	Principal: Gino Montanari
Trip Destination: New York City	Date of Trip: July 4-10, 2020
Cost of Trip: \$1900.00	Number of Instructional Days Away: N/A

Brief Rationale for the Trip: Students will be working towards achieving their World Religion credits through an experiential learning opportunity as they participate in activities and complete assignments and assessments in New York City.	
Names of Supervisors: PTR 10:1, 2 Teachers, 1 Teaching Assistant, 1 Tour Animator, 1 Edu Travel staff (5 adults per group) TBD (teachers are hired by Thomas Merton, TA and Animator by Edu Travel)	Name(s) of First Aid Provider(s): TBD with final itinerary Tour guides have the names and locations of the nearest hospitals to the specific destinations. All students must have out of province/country insurance. Once the # is called, the student is directed to the nearest clinic or hospital for care.
Number of Students: 50 students	Insurance Provider: Insureit Group Inc., 200-800 Denison Street, Markam, ON L3R 5M9
Date and Location of Mass: Sunday, July 5, 2020 at 5pm at St. Patrick's Cathedral, NYC.	



ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: Thomas Merton Centre for Continuing Education	Principal: Gino Montanari
Trip Destination: Ottawa, Montreal, New York City	Date of Trip: July 11-17, 2020
Cost of Trip: \$1800.00	Number of Instructional Days Away: N/A

Brief Rationale for the Trip: Students will be working towards achieving their Civics and Careers credits through an experiential learning opportunity as they participate in activities and complete assignments and assessments in Ottawa, Montreal and New York City.	
Names of Supervisors: PTR 10:1, 2 Teachers, 1 Teaching Assistant, 1 Tour Animator, 1 Edu Travel staff TBD (teachers are hired by Thomas Merton, TA and Animator by Edu Travel)	Name(s) of First Aid Provider(s): TBD with final itinerary Tour guides have the names and locations of the nearest hospitals to the specific destinations. All students must have out of province/country insurance. Once the # is called, the student is directed to the nearest clinic or hospital for care.
Number of Students: 50 students	Insurance Provider: Insureit Group Inc., 200-800 Denison Street, Markam, ON L3R 5M9
Date and Location of Mass: Sunday, July 12, 2020 at 12pm at Notre Dame Cathedral Basilica, Ottawa.	



ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: Thomas Merton Centre for Continuing Education	Principal: Gino Montanari
Trip Destination: Germany, Poland, Slovakia, Hungary	Date of Trip: July 8-23, 2020
Cost of Trip: \$4990	Number of Instructional Days Away: N/A

Brief Rationale for the Trip: Students will be studying one of two courses being offered towards achieving credit. Grade 11 English ENG3U or Grade 12 English ENG4U or Grade 12 Canadian and International Politics CPW4U.	
Names of Supervisors: TBD-HCDSB hires the teachers and Edu Travel hires the teaching assistants and tour guide Student/staff ratio: 10:1	Name(s) of First Aid Provider(s): Tour Guides and teachers will have the names and locations of all medical facilities that students can access through their out of country health coverage
Number of Students: 25 students	Insurance Provider: Insureit Group Inc., 200-800 Denison Street, Markam, ON L3R 5M9
Date and Location of Mass: Saturday, July 11, 2020 at 6:30 pm; Church of our Lady in Nuremberg; Saturday, July 18, 2020 Holy Mass in Krakow.	



ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: Thomas Merton Centre for Continuing Education	Principal: Gino Montanari
Trip Destination: Italy	Date of Trip: June 28 – July 19, 2020
Cost of Trip: \$6300	Number of Instructional Days Away: N/A

Brief Rationale for the Trip: Students will be working towards achieving their Grade 11 or Grade 12 English credits through an experiential learning opportunity as they participate in activities and complete assignments and assessments in several cities in Italy.	
Names of Supervisors: PTR 10:1, 2 Teachers, 2 Teaching Assistant, 1 Tour Animator (5 adults per group) TBD (teachers are hired by Thomas Merton, TA and Animator by Edu Travel)	Name(s) of First Aid Provider(s): TBD with final itinerary Tour guides have the names and locations of the nearest hospitals to the specific destinations. All students must have out of province/country insurance. Once the # is called, the student is directed to the nearest clinic or hospital for care.
Number of Students: 50 students	Insurance Provider: Insureit Group Inc., 200-800 Denison Street, Markam, ON L3R 5M9
Date and Location of Mass: Sunday, July 12, 2020 Mass at Il Duomo Di Firenze at 7:30 pm; Saturday, July 18, 2020 Mass at Basilica San Marco at 6:45 pm	



Appendix B

ETAC (EXTENSIVE TRIP ADVISORY COMMITTEE)
REPORT TO THE BOARD OF TRUSTEES

Name of School: St. Thomas Aquinas CSS	Principal: Adriano Perusin
Trip Destination: Quito Ecuador - Andean Communities	Date of Trip: April 18-27, 2020
Cost of Trip: \$4082.40	Number of Instructional Days Away: 6

Brief Rationale for the Trip: Students will be enrolled in and working towards achieving the Grade 11 World Religions (HRT3M) credit, and the Grade 12 Social Justice and Equity (HSE4M) credit. They will be scheduled period one and two second semester. A unique and distinguishing component of this program is the concept of service learning. Students will have the opportunity to reflect on the experience in class, through discussion and assignments, after returning from the trip. The program provided a once in a lifetime experience for students to pull their faith into action and embody our Catholic Graduate expectations.	
Names of Supervisors: K. Bradica J. Mulligan P. Quinlan	Name(s) of First Aid Provider(s): J. Mulligan
Number of Students: 30 students	Insurance Provider: EF Tours – Chubb Insurance Company of Canada 199 Bay Street, Suite 2500, Toronto, ON
Date and Location of Mass: Sunday, April 19, 2020 and Sunday April 26, 2020 in Quito, Ecuador.	



Celebrating the 50 th Anniversary of HCDSB	Item 5.8
November 26, 2019	

Alignment to Strategic Plan

This report is linked to all strategic priorities -

- Achieving:** Meeting the needs of all learners
- Believing:** Celebrating our Catholic faith & aspiring to be models of Christ
- Belonging:** Embracing relationships & sustaining safe, welcome schools
- Foundational Elements:** Optimizing organizational effectiveness.

Purpose

The purpose of this report is to provide the Board of Trustees with an overview of the plans in place to celebrate the fiftieth anniversary of the formation of the Halton Catholic District School Board.

Background Information

This school year marks the fiftieth anniversary of the formation of the Halton Catholic District School Board.

In 1969, provincial legislation mandated the consolidation of school boards across Ontario. The municipal school boards of Burlington, Georgetown, Milton and Oakville amalgamated to become the *Halton County Roman Catholic Separate School Board*.

In 1974, a regional government arrived in Halton, changing Halton County to the Regional Municipality of Halton. The ‘county’ was dropped from our school board’s name, leaving *Halton Roman Catholic Separate School Board*.

At the time of amalgamation, our school board had a student population of 6000 students enrolled in Kindergarten to Grade 8. By the Board’s 25th Anniversary in 1994, there were nearly 20,000 students enrolled in Kindergarten to OAC (Grade 13). Twenty-five years later, as the Halton Catholic District School Board celebrates the 50th Anniversary of its formation, we serve more than 36,000 students across 45 elementary schools, 9 secondary schools and 3 continuing education sites.

The following report will outline how we will celebrate this significant milestone in the history of the Halton Catholic District School Board.



50th Anniversary Planning Committee

A steering committee has been established to plan the various activities we will undertake to honour and celebrate the 50th Anniversary of the Halton Catholic District School Board.

The following provides an overview of the planned initiatives and events.

INITIATIVE	DETAILS
Pilgrimage of the Cross	<p>The 50th Anniversary Celebration will officially be launched at the Regular Board Meeting on November 19, 2019, when the pilgrimage cross is unveiled, and then transported to the starting point of its journey, Christ the King Catholic Secondary School in Georgetown.</p> <p>Additional information about the Pilgrimage of the Cross was presented in Information Report 10.5 at the Regular Board Meeting on October 1, 2019.</p>
Celebratory Liturgy	<p>A Board-wide Celebratory Liturgy will take place on February 21st, 2020 at Holy Rosary Parish in Milton, with virtual participation by all HCDSB schools.</p>
Community Gathering/ Arts Showcase	<p>On Sunday, May 3, 2020, we will hold a system-wide community gathering at Assumption Catholic Secondary School.</p>
Alumni Awards	<p>We will launch our HCDSB Alumni Awards, and the inaugural recipients will be recognized at the Community Gathering on May 3, 2020.</p> <p>The planning committee is in the process of refining the criteria. More information will follow at the January 7, 2020 Regular Board Meeting.</p>
Time Capsule	<p>At the November 19th Board Meeting, we will unveil the contents of the 25th Anniversary Time Capsule.</p> <p>All schools will be invited to contribute items to our 50th Anniversary Time Capsule.</p>
Virtual Scrapbook	<p>A virtual scrapbook will capture digital memories from each of our HCDSB schools.</p>
50 th Anniversary School Activities	<p>A toolkit has been developed with a list of 50 suggested activities to help schools commemorate our 50th Anniversary. Schools will be invited to share their activities on social media, using the hashtag #HCDSB50.</p>
50 th Anniversary Prayer	<p>A special 50th Anniversary prayer has been created and will be shared with all staff, students and parents.</p>



50th Anniversary Logo

To commemorate the 50th Anniversary of the Halton Catholic District School Board, we have created a special emblem to be featured alongside our HCDSB logo. The emblem incorporates the 4 primary colours in our palette, representing the 4 municipalities that make up our district: **Burlington**, **Halton Hills**, **Milton** and **Oakville**. The colours have been positioned within the emblem to represent a path or journey, with the number '50' visible in the negative (white) space. There are a number of elements in the emblem that symbolize our faith: the cross at the top of the hill; the fish (in orange) and the host (in yellow). Additionally, the emblem is encased in a circle, an important symbol in our faith, representing God, wholeness, and eternal life.



The 50th Anniversary emblem will be used in all 50th Anniversary publications, and will be posted on the Board website and all school websites beginning the week of November 18, 2019.

Conclusion

We look forward to celebrating this significant milestone in the history of the Halton Catholic District School Board with our entire HCDSB community. Additional information and details around planned events will be shared throughout the next several months.

Report Prepared & Submitted by:

A. Swinden
Manager, Strategic Communications

J. Crowell
Superintendent of Education

L. Naar
Superintendent of Education

P. Daly
Director of Education and Secretary of the Board

Report Approved by:

P. Daly
Director of Education and Secretary of the Board



OCSTA 2020 AGM Resolutions	Item 5.9
November 26, 2019	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Belonging: Embracing relationships & sustaining safe, welcome schools.**

Purpose

The purpose of this report is to inform Trustees of the process for submitting resolutions to the OCSTA AGM April 30 - May 2, 2020.

Background Information

The OCSTA AGM will take place in Ottawa on April 30 - May 2, 2020. The resolution process provides member boards with the opportunity to shape the work of the Association by bringing important issues, which have provincial implications to the attention of all trustees in the province.

Comments

Delegates will consider and vote on all resolutions received from OCSTA members. During the year, important issues of a provincial nature that arise at the board level may be used to develop resolutions for OCSTA. Resolutions for the OCSTA 2020 Annual General Meeting may be submitted at any time up until the deadline of January 31, 2020.

The attached memo includes all details for the preparation and submission of Resolutions.

Conclusion

Resolutions should be submitted to the Chair by Thursday January 17, 2020 in order to be considered by Trustees at the January 21, 2020 Regular Board Meeting.



Report Prepared &
Submitted by:

Peter DeRosa
Chair of the Board



Ontario Catholic School
Trustees' Association

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Beverley Eckensweiler, *President*
Michelle Griepsma, *Vice President*
Nick Milanetti, *Executive Director*

May 6, 2019

MEMORANDUM

TO: Chairpersons and Directors of Education
- All Catholic District School Boards

FROM: Nick Milanetti, Executive Director

SUBJECT: **2020 AGM Resolutions**

PLEASE REVIEW THIS INFORMATION AT A MEETING OF YOUR BOARD

The study and processing of resolutions is one of the fundamental responsibilities of OCSTA. The resolution process provides member boards with the opportunity to shape the work of the Association by bringing important issues which have provincial implications to the attention of all trustees in the province. Delegates will consider and vote on all resolutions received from OCSTA members.

During the year, important issues of a provincial nature that arise at the board level may be used to develop resolutions for OCSTA. Resolutions may be submitted at any time up until the deadline of *January 31, 2020*.

Attachments

- *Guidelines*
- *Template*
- *Explanation of Committee Recommendations & Resolution Procedures*
- *OCSTA Mission, Vision, Strategic Priorities*
- *Chart of 2019 Resolutions with AGM Decisions*
- *Related By-Law Section 5.9 (Resolutions)*



Ontario Catholic School
Trustees' Association

Guidelines for Preparing Resolutions

To improve the effectiveness of the resolution process, we ask boards to review the following guidelines.

Resolutions are your opportunity to shape the work of the Association by addressing problems, solutions or concerns, which affect Catholic education in Ontario. **A resolution approved by the membership at the Annual General Meeting calls for priority action by OCSTA and the commitment of OCSTA resources to address the particular issue outlined in the resolution.**

- A. All Resolutions will be reviewed by the Resolutions Committee and a Committee Recommendation will be added to each Resolution. Committee Recommendations will be guided by the following criteria.**

The resolution:

- a. Is in keeping with the Mission, Vision and Strategic Priorities of the Association.
- b. Is of a provincial nature and addresses an area of concern for the province's Catholic school boards is a matter that requires attention or action.
- c. Is written in language appropriate for province-wide consideration (language contained in resolutions is often incorporated into subsequent communications to the government or other relevant parties).
- d. Is accompanied by substantiated rationale.
- e. Does not deal with education funding issues.
 - OCSTA addresses education funding issues in the Annual Finance Brief to the Minister and submission to the yearly Pre-Budget Consultation. Boards are encouraged to submit education funding issues requiring Association action and advocacy **by the middle of October.**

B. Steps in Preparing a Resolution

1. Review the Mission, Vision and Strategic Priorities of OCSTA.
2. Identify the concern. Be sure the concern is a matter of **province-wide** scope.
3. Research and gather sufficient supporting background materials to substantiate the resolution. If the concern has been presented/dealt with in a previous resolution, review the outcome of that process to assess what changes in approach/additional information might be useful.
4. Write the resolution in the following proposed format taking care to ensure that:
 - a. Each "*Whereas*" is accompanied by adequate background material.
 - b. The "*Therefore be it Resolved*" directs OCSTA to take specific action.

C. Writing A Resolution

Structure

The resolution should be assigned a succinct title that identifies the problem or issue (or its proposed solution). There should be two parts to the resolution: a preamble followed by a resolving clause (or clauses).

1. Preamble

The preamble is a brief statement of background or rationale coming before the resolving clause(s). The purpose of the preamble is to provide information without which the point or the merits of a resolution are likely to be poorly understood.

Each clause in a preamble is written as a separate paragraph, beginning with the word “WHEREAS”.

2. Resolving Clauses

A resolving clause indicates what action(s) is to be taken given the “WHEREAS” clause(s) in the preamble. If more than one action is being recommended, the “Therefore be It Resolved” portion should be divided into a), b), c), etc.

3. Submission Statement

Please include the following information in the submission statement.

[Mover’s Name]
[Secunder’s Name]
[Board Name]
[Topic]

D. **Submission Deadline Date**

The **final** deadline date for receipt of resolutions in the OCSTA office is **12:00 p.m. EST, January 31, 2020**. We encourage boards to submit their resolutions at any time from May to January by email to Connie Araujo-De Melo at cdemelo@ocsta.on.ca.

E. **Regulations**

Please see the attached current regulations regarding submission and presentation of resolutions at the AGM.

These guidelines, the enclosed template and the resolution session procedures are provided as a reference that we hope you will find useful in preparing effective resolutions for your Association and Catholic education in Ontario.

Template

Please **do not use** tables, text boxes or any type of graphic or letterhead. The type of font to be used in this document is **Times New Roman 12pt**.

The following example is taken from a Resolution dealt with at a previous AGM and is provided for your reference.

Moved by: [Mover's Name] [Board Name]

Seconded by: [Seconder's Name]

Topic: [e.g. Vacancies on School Boards]

Whereas: from time to time a vacancy occurs in the office of a member of the board;
and

Whereas: according to Section 221(1) of the *Education Act*, the vacancy must be filled by either a by-election or by appointment; and

Whereas: boards choosing to appoint a new trustee will, most commonly, engage in an open and fair process of selection; and

Whereas: the *Education Act* requires that the process be fully completed within 60 days of the office becoming vacant; and

Whereas: the 60 day time period may encompass a part of the year (e.g. Christmas, summer months, March Break) when board operations and processes are reduced, thus making the timelines very tight and, potentially, unmanageable;

Therefore be it Resolved that:

OCSTA petition the Ministry of Education to review the section of the *Education Act* which relates to trustee vacancies with a view to extending the timeline by either increasing the number of days or altering the requirement that the process be completed within a designated number of regular school days.

*If you have any questions regarding this template please contact **Connie Araujo-De Melo** either by telephone at 416-932-9460 ext. 226 or by e-mail at cdemelo@ocsta.on.ca.*

Explanation of Committee Recommendations & Resolution Session Procedures

Resolution sessions will be conducted using “**Robert’s Rules of Order**” and the provisions of the OCSTA Constitution. The chairperson of the session will ensure compliance with their rules.

Explanation of Committee Recommendations

The **Resolutions** Committee will study the resolutions and offer recommendations on the best way to meet their intent. The recommendations and their implications are:

- i. **Approve**
The direction given in the “therefore be it resolved” section of the resolution will be carried out.
- ii. **Approve and refer to the committee for appropriate implementation.**
The resolution will be forwarded to the designated committee for implementation.
- iii. **Receive and refer to the committee for study.**
The resolution will be forwarded to the designated committee for study. Following the study and receipt of the committee’s recommendation, the Board of Directors will determine whether or not the resolution will be implemented.
- iv. **Not approve**
No action will be taken.
- v. **No recommendation**
The committee is not making any recommendation with respect to the resolution.
- vi. **No action required**
The intent of the resolution has been met. No further action will be taken.

Resolution Session Procedures

Delegates wishing to speak to a resolution must go to one of the floor microphones and state their name and the name of the board they represent.

The mover of a resolution will have the opportunity to be the first and last to speak to that resolution. Other trustees may speak **once** to a resolution.

The chairperson may declare a motion out of order giving the reasons for doing so. The chairperson’s decision may be challenged by a majority vote of those voting delegates at the session when the vote is called.

Voting will be by a show of hands. Delegates carrying proxies must have and show proper identification - i.e. proxy badge. Ballots will be provided in the event that a vote by ballot is called for.

Note Re Quorum: *Quorum for the transaction of business at any meeting of the Members shall require the presence in person or by proxy of not less than a total of forty (40) current Members.*

Grouped Resolutions

- a. the chair of the session will ask for a mover and seconder to approve the **grouping** of various related resolutions.
- b. the chair of the session will ask for movers and seconders for the committee recommendation for each group.
- c. delegates will vote on the committee recommendation for each group.

Delegates may request that any resolution(s) be removed from a “group” to be handled individually. These will be addressed when the group from which they have been removed has been dealt with.

Resolutions Handled Individually

These will include resolutions removed from the groups, resolutions for which the committee has not made any recommendation and resolutions from the floor.

A. Resolutions with committee recommendations

1. The chair of the session will announce the resolution number and the name of the sponsoring board:
 - the chair will call for the sponsoring board to move and second **the committee recommendation;**
 - delegates will speak to the committee recommendation;
 - delegates will vote on the committee recommendation.
2. If the sponsoring board does not move the committee recommendation from the floor:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
3. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

B. Resolutions without committee recommendations

1. These resolutions will be handled as follows:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
2. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

C. Amendments from the Floor

Amendments made on the floor relate to the “therefore be it resolved” section of the resolution and **must be written out** and handed to the chairperson. The chairperson will consider the amendment and, if necessary, discuss it with the parliamentarian or others to ensure that it is clearly understood.

- the chair will **read** the amendment;
- delegates will speak to the amendment;
- delegates will vote on the amendment;
- delegates will vote on the resolution as amended.

If the amendment is defeated:

- delegates will be asked to speak to the original resolution;
- delegates will vote on the original resolution.

D. Members’ Discussion Rights

Under Article 5.11 (*Members Discussion Rights*), a Member may raise a matter for discussion at the Annual General Meeting. Subject to the provisions in Articles 5.10.1 to 5.10.5, and 5.11, the item may be addressed, and may be referred to a committee of OCSTA for further consideration, but it shall not be put to a vote at the meeting at which it has been raised.

If the Member continues such discussion for three minutes or more, the Chair of the meeting may interrupt the Member and permit others to speak and/or make any subsidiary motion related thereto.

Revised May 1, 2019



Ontario Catholic School Trustees' Association

Our Mission

Inspired by the Gospel, the Ontario Catholic School Trustees' Association provides the provincial voice, leadership and service for elected Catholic school trustees to promote and protect publicly funded Catholic education in Ontario.

Our Vision

Ontario is enriched by a publicly funded Catholic education system governed by locally elected Catholic school trustees who serve with faith, commitment and compassion.

The Association's **Strategic Priorities** are as follows:

1. Enhance Political Advocacy for Catholic Education

- a. Strengthen current advocacy platform by building positive new relationships and reinforcing existing ones with groups like OAPCE, OCSOA, CWL, etc.
- b. Communicate and promote current messages about the value of Catholic education to our key target audiences: parents, students, politicians, teachers, alumni, parishioners, etc.

2. Engage Trustees in an Enriched Development Program

- a. Assess the current needs and interests of members to guide development of appropriate programming.
- b. Ensure OCSTA programming provides timely and relevant content to support trustees in their roles as advocates and spokespersons for Catholic education.

3. Manage Human and Fiscal Resources to Effectively meet Changing Needs

- a. Align the work of committees, staff and fiscal resources behind structures and initiatives that support the association's three key priorities.
- b. Ensure OCSTA is structurally aligned to successfully fulfill its role as the legislated Employer Bargaining Agent for all of Ontario's English Catholic District School Boards.



2019 OCSTA Resolutions with AGM Decisions

	Board	Topic	AGM Decision
A-19	OCSTA Board	Amendment to the <i>“Amended and Restated By-law Number 2016-1, A By-law Relating Generally to the Conduct of Its Affairs”</i> (“OCSTA By-Law”)	Approve
1.	Hamilton-Wentworth	Accuracy of Municipal Voter Lists	Approve
2.	Simcoe Muskoka	Property Tax – School Board Support	Approve
3.	Waterloo	Parent Reaching out Grants	Approve
4.	Dufferin-Peel	Funding for Retrofitting/Renovating Schools	Approve
5.	Dufferin-Peel	Funding for Students with Diverse Learning Needs, Including Special Education	Approve
6.	Simcoe Muskoka	Special Education	Approve
7.	Dufferin-Peel	Student Transportation Funding	Approve
8.	Dufferin-Peel	School Bus Driver Retention Concerns	Approve
9.	Ottawa	Equity Regarding System/Department Principals	Approve and refer to Labour Relations Committee
10.	Dufferin-Peel	Occasional Teacher Costs	Approve and refer to Labour Relations Committee
11.	Peterborough VNC	Cybersecurity in School Boards	Approve and refer to Political Advocacy Committee
12.	Simcoe Muskoka	Economic Realities with Capital Projects	Approve and refer to Political Advocacy Committee
13.	Dufferin-Peel	Parent Reaching Out (PRO) Grants	Approve and refer to Political Advocacy Committee
14.	Ottawa	Perceived threat to Security	Approve and refer to CETE
15.	Dufferin-Peel	Daily Occasional Teacher Roster Caps <i>Same resolution was considered at 2018 AGM. It was received and referred to Labour Relations Committee.</i>	Receive and refer to Labour Relations Committee
16.	Dufferin-Peel	Hard Caps in Kindergarten Classes	Receive and refer to Labour Relations Committee
17.	Northwest	Regulation 274 Fair Hiring Practice	Receive and refer to Labour Relations Committee
18.	Dufferin-Peel	Ontario Regulation 274/12 Hiring Practices	Receive and refer to Labour Relations Committee
19.	Dufferin-Peel	Qualified French Teacher Recruitment & Retention	Receive and refer to Labour Relations Committee
20.	Dufferin-Peel	Support Staff Recruitment and Retention	Receive and refer to Labour Relations Committee
21.	Simcoe Muskoka	Chronic Shortage of Occasional Staff for Teachers, Early Childhood Educators and Educational Assistants, and Its Impact on Learning	Receive and refer to Labour Relations Committee
22.	Waterloo	Capital Priorities Program	Receive and refer to Political Advocacy Committee
23.	Dufferin-Peel	Air Conditioning in all Schools	Receive and refer to Political Advocacy Committee
24.	Waterloo	Renewal Funding for Administrative Buildings	Receive and refer to Political Advocacy Committee
25.	Waterloo	Green Investments	Receive and refer to Political Advocacy Committee
26.	Dufferin-Peel	Funding for Mathematics Courses	Receive and refer to Political



2019 OCSTA Resolutions with AGM Decisions

			Advocacy Committee
	Board	Topic	AGM Decision
27.	Dufferin-Peel	50 Day Limit Re-employment for Retired School Administrators	Receive and refer to Political Advocacy Committee
28.	Ottawa	Seat Belts on School Buses	Receive and refer to Political Advocacy Committee
29.	Simcoe Muskoka	Trustee Honorarium and Benefits	Receive and refer to Political Advocacy Committee
30.	Waterloo	Trustee Honoraria	Receive and refer to Political Advocacy Committee
31.	Simcoe Muskoka	Home, School, Church	Receive and refer to CETE
32.	Simcoe Muskoka	Global Warming – Climate Change	Receive and refer to CETE
33.	Ottawa	Use of word “Indian”	Receive and refer to CETE
34.	Toronto	Legal Defence Fund and Insurance for Individual Catholic School Trustees	1. Receive and refer to Budget & Human Resources Committee 2. Receive and refer to Political Advocacy Committee TIMELINE: Jan. 2020 Catholic Trustees Seminar
35.	Dufferin-Peel	Investigation of a new method of vote allocation at the Annual General Meeting of the Ontario Catholic School Trustees' Association (OCSTA)	Not Approve
36.	Toronto	Weighted Voting for the Annual General Meeting of the Ontario Catholic School Trustees' Association (OCSTA)	Not Approve

**Excerpt from
Ontario Catholic School Trustees' Association
General Working By-law 2019-01**

5. MEETINGS OF MEMBERS

5.9 Resolutions from CDSB's

Any CDSB may submit a Resolution for consideration at an Annual Meeting to address any challenge or opportunity which affects Catholic education in Ontario, subject to the following:

- 5.9.1 each such Resolution shall have been received at the Head Office of the Corporation not less than sixty (60) days prior to the date of the Annual Meeting;
- 5.9.2 each such Resolution shall have been considered and reported upon by a Committee of the Board, or by the Board of Directors;
- 5.9.3 each such Resolution shall be circulated among all CDSB's not less than thirty (30) days prior to the Annual Meeting;
- 5.9.4 each such Resolution shall be included in the notice of the Annual Meeting; and
- 5.9.5 no such resolution shall be acted upon unless approved by a majority of the votes cast at an Annual Meeting.

POLICY COMMITTEE MEETING MINUTES

Date: October 8, 2019
 Time: 7:00 pm
 Location: Catholic Education Centre - Board Room
 802 Drury Lane
 Burlington, Ontario

Members Present B. Agnew H. Karabela
 M. Duarte P. Murphy
 N. Guzzo T. O'Brien
 V. Iantomasi J. O'Hearn-Czarnota

Staff Present P. Daly, Director of Education
 S. Balogh, Superintendent of Education, School Services
 J. Crowell, Superintendent of Education, School Services
 C. Cipriano, Superintendent of Education, Special Education Services
 J. O' Hara, Executive Officer, Human Resources Services
 A. Lofts, Superintendent, Business Services
 A. Prkacin, Superintendent of Education, Curriculum Services
 D. Tkalcic, Manager, Purchasing Services

Regrets P. DeRosa
 A. Swinden, Manager, Strategic Communications

Recording Secretary J. Neuman

1. Call to Order

1.1 Opening Prayer (M. Duarte)

The meeting began at 7:00 p.m. with a prayer led by M. Duarte.

2. Approvals

2.1 Approval of Agenda

P#68/19

Moved by: T. O'Brien

Seconded by: P. Murphy

That, the agenda be approved.

The Chair called for a vote. **P#68/19 Carried**

In favour	Opposed	Abstain	Absent
T. O'Brien		V. Iantomasi	P. DeRosa
H. Karabela			
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

2.2 Approval of Minutes (September 10, 2019)

P#69/19

Moved by: B. Agnew

Seconded by: J. O'Hearn-Czarnota

That, the minutes of the Policy Committee Meeting held on September 10, 2019 be approved, as submitted.

Discussion ensued; questions for clarification were asked and answered.

The Chair called for a vote. **P#69/19 Carried.**

In favour	Opposed	Abstain	Absent
T. O'Brien		V. Iantomasi	P. DeRosa
H. Karabela			
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

3. Declarations of Conflict of Interest

There were no Conflicts of Interest declared.

4. Action Items

4.1 Policy I-33 Classroom Observations by External Third Party Professionals (C. Cipriano)

P#70/19

Moved by: P. Murphy

Seconded by: T. O'Brien

That, the Policy Committee recommends that Policy I-33 Classroom Observations by External Third Party Professionals, be forwarded, along with amendments, to the October 15, 2019 Regular Board Meeting for approval.

Due to technical difficulties, V. Iantomasi was unable to access the meeting documents; therefore, requested that all action items be deferred.

The chair called for a recess at 7:17 pm

The meeting reconvened at 7:25 pm

The Chair overruled the request to defer the action items.

C. Cipriano shared the information regarding the amendments to the policy.

Questions for clarification were asked and answered.

The Chair called for a vote. Recommendation **P#70/19 Carried.**

In favour	Opposed	Abstain	Absent
T. O'Brien		V. Iantomasi	P. DeRosa
H. Karabela			
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

4.2 Policy II-02 Educational Assistants (C. Cipriano)

P#71/19

Moved by: T. O'Brien

Seconded by: P. Murphy

That, the Policy Committee recommends that Policy II-02 Educational Assistants, be forwarded, along with amendments, to the October 15, 2019 Regular Board Meeting for approval.

C. Cipriano noted that the policy was reviewed and recommended no changes.

Discussion ensued. Questions regarding workplace incidents/injuries; health and safety of Educational Assistants; and training were asked and answered.

It was determined that the Associated Policy I-19 Occupational Health and Safety will be added to the policy for reference.

The Chair called for a vote. Recommendation **P#71/19 Carried.**

In favour	Opposed	Abstain	Absent
J. O'Hearn-Czarnota		V. Iantomasi	P. DeRosa
B. Agnew			
M. Duarte			
P. Murphy			
H. Karabela			
T. O'Brien			

4.3 Policy II-12 Management of Aggressive Student Behaviours Within Our Schools (C. Cipriano) P#72/19

Moved by: J. O'Hearn-Czarnota

Seconded by: M. Duarte

That, the Policy Committee recommends that Policy II-12 Management of Aggressive Student Behaviour Within Our Schools, be forwarded, along with amendments, to the October 15, 2019 Regular Board Meeting for approval.

C. Cipriano shared the information regarding the amendments to the policy. Questions for clarification were asked and answered.

The Chair called for a vote. Recommendation **P#72/19 Carried.**

In favour	Opposed	Abstain	Absent
T. O'Brien (1)		V. Iantomasi	P. DeRosa
H. Karabela			
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

4.4 Policy III-11 Hiring and Promotion Policy, Academic and Non-Academic Personnel (J. O' Hara) P#73/19

Moved by: M. Duarte

Seconded by: V. Iantomasi

That, Policy III-11 Hiring and Promotion Policy, Academic and Non-Academic Personnel be deferred to the November 12, 2019 Policy committee meeting pending information that will be provided by Director Daly to all trustees by November 5, 2019.

Discussion ensued. P. Daly will provide a response to questions and concerns raised by M. Duarte to the Trustees by November 5, 2019.

The Chair called for a vote. **P#73/19 Carried.**

In favour	Opposed	Abstain	Absent
J. O'Hearn-Czarnota	P. Murphy		P. DeRosa
B. Agnew			
M. Duarte			
H. Karabela			
V. Iantomasi			
T. O'Brien			

4.5 Policy II-09 Opening and Closing Exercises (B. Agnew, J. O'Hearn-Czarnota)**P#74/19****Moved by:** T. O'Brien**Seconded by:** M. Duarte*That, the Policy Committee recommends that Policy II-09 Opening and Closing Exercises, be forwarded, along with amendments, to the October 15, 2019 Regular Board Meeting for approval.*

B. Agnew and J. O'Hearn-Czarnota commented on the amendments to the policy.

Discussion ensued. Questions for clarification regarding prayers and closing exercises were asked and answered.

The Chair called for a vote. Recommendation **P#74/19 Carried**

In favour	Opposed	Abstain	Absent
T. O'Brien	H. Karabela	V. Iantomasi	P. DeRosa
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

4.6 ~NEW~ Policy II-53 Exemption From Instruction Related To The Human Development and Sexual Health Expectations (A. Prkacin)**P#75/19****Moved by:** M. Duarte**Seconded by:** J. O'Hearn-Czarnota*That, the Policy Committee recommends the Policy II-53 Exemption from Instruction in the Family Life program Fully Alive related to the Human Development and Sexual Health Expectations in the Ontario Curriculum Health and Physical Education, Grades 1-8, 2019 be forwarded, to the October 15, 2019 Regular Board Meeting for approval at first reading.*

A Prkacin shared the rationale for developing the policy and referred to PPM 162.

Discussion ensued. Questions regarding criteria to exempt students were asked and answered. It was noted that the corresponding procedure that is being developed will have specific protocols included that will address the revisions that were suggested.

It was determined that the line "and parents are primary educators of their children" will be added to the Principle: The Home, the Church and the School are partners in the education of children in faith and morals.

The Chair called for a vote. Recommendation **P#75/19 Carried.**

In favour	Opposed	Abstain	Absent
T. O'Brien		V. Iantomasi	P. DeRosa
H. Karabela			
P. Murphy			
M. Duarte			
B. Agnew			
J. O'Hearn-Czarnota			

5. Discussion Items**5.1 Policy II-41 School Uniform Dress Code - School Dress Code and Policy I-31 Apparel Purchases and Fair Labour Practices (J. Crowell, A. Lofts, D. Tkalcic)**

J. Crowell introduced the policy for discussion.

D. Tkalcic shared a presentation regarding the School Uniform RFP (Request for Proposal) process and timelines.

Discussion ensued regarding the key points:

- Open Competitive Bid Process
- Request for Proposal (RFP)
- RFP Committee
- RFP Issuance
- Evaluation
- Award of Contract
- Contract Administration
- Policy Review and RFP Timelines

Questions were asked and answered. Community Consultation scenarios were discussed.

J. Crowell noted the implications on Policy I-31 Apparel Purchases and Fair Labour Practices if changes are made to Policy II-41 School Uniform Dress Code - School Dress Code.

It was determined that Community Consultation options related to the school uniform dress code/school dress code policy will be returned to the November 12, 2019 Policy Committee Meeting as an Action Item.

5.2 Student Code of Conduct while in Uniform off School Property (P. Murphy)

P. Murphy shared concerns that have been brought to his attention regarding student conduct off school property.

Discussion ensued. It was determined that the item will be added to an upcoming Secondary Principals' meeting for discussion and comment, and Superintendents will review the current policy and procedure regarding student discipline. The feedback will be returned to the December 10, 2019 Policy Committee Meeting for further discussion.

6. Information Items

6.1 Administrative Procedure VI-48 Protocol with External Agencies (PPM 149) (C. Cipriano)

6.2 ~ New ~ Administrative Procedure VI-95 Procedure for Receiving Information from Regulated Health Professionals, Social Service Professionals, and Paraprofessionals (C. Cipriano)

6.3 Administrative Procedure VI-28 Selection and Appointment of Positions of Academic Administrative Responsibilities (J. O' Hara)

6.4 ~New~ Administrative Procedure VI-97 Student Use of Service Animals in Schools (C. Cipriano, S. Balogh)

Amendments to the procedures were reviewed with Trustees.

The newly adopted procedures were reviewed.

Questions for clarification were asked and answered.

Administrative Procedure VI-28 Selection and Appointment of Positions of Academic Administrative Responsibilities will be deferred to November 12, 2019 Policy Committee Meeting.

6.5 Upcoming Agenda Items (November 12, 2019)

6.5.1 Policy I-31 Apparel Purchases and Fair Labour Practices (A. Lofts, D. Tkalcic, J. Crowell)

6.5.2 Policy II-41 School Uniform Dress Code-School Dress Code (J. Crowell)

6.5.3 Policy II-10 Releasing Pupils from School (S. Balogh)

6.5.4 Policy II-19 Educational Field Trips (S. Balogh, J. Crowell, A. Lofts)

6.5.5 Policy II-51 Optional French Programming (French Immersion - Extended French) (A. Prkacin)

6.5.6 ~ New ~ Policy II-53 Exemption From Instruction Related To The Human Development and Sexual Health Expectations (A. Prkacin)

6.5.7 Information Items

6.5.7.1 Administrative Procedure VI-70 Educational Field Trips (S. Balogh, J. Crowell, A. Lofts)

6.5.7.2 Administrative Procedure VI-07 Transportation of Students in Private Vehicles Driven by Other Students (S. Balogh, J. Crowell, A. Lofts)

6.5.7.3 Administrative Procedure VI-14 Transportation of Students in Private Vehicles Driven by Volunteer Drivers (S. Balogh, J. Crowell, A. Lofts)

7. Miscellaneous Information

7.1 Policy Review Cycle Flow Chart (S. Balogh)

S. Balogh reminded Trustees of the Policy Review Cycle Flow Chart that was shared at a previous Policy Committee Meeting.

8. In Camera

There were no in camera items.

9. Motion to Excuse Absent Committee Members

P#76/19

Moved: H. Karabela

Seconded: M. Duarte

That Trustee P. DeRosa be excused.

UNANIMOUSLY CARRIED

10. Motion to Adjourn/ Closing Prayer

P#77/19

Moved: P. Murphy

Seconded: V. Iantomasi

That the meeting adjourn.

UNANIMOUSLY CARRIED

N. Guzzo closed meeting with prayer at 9:45 pm